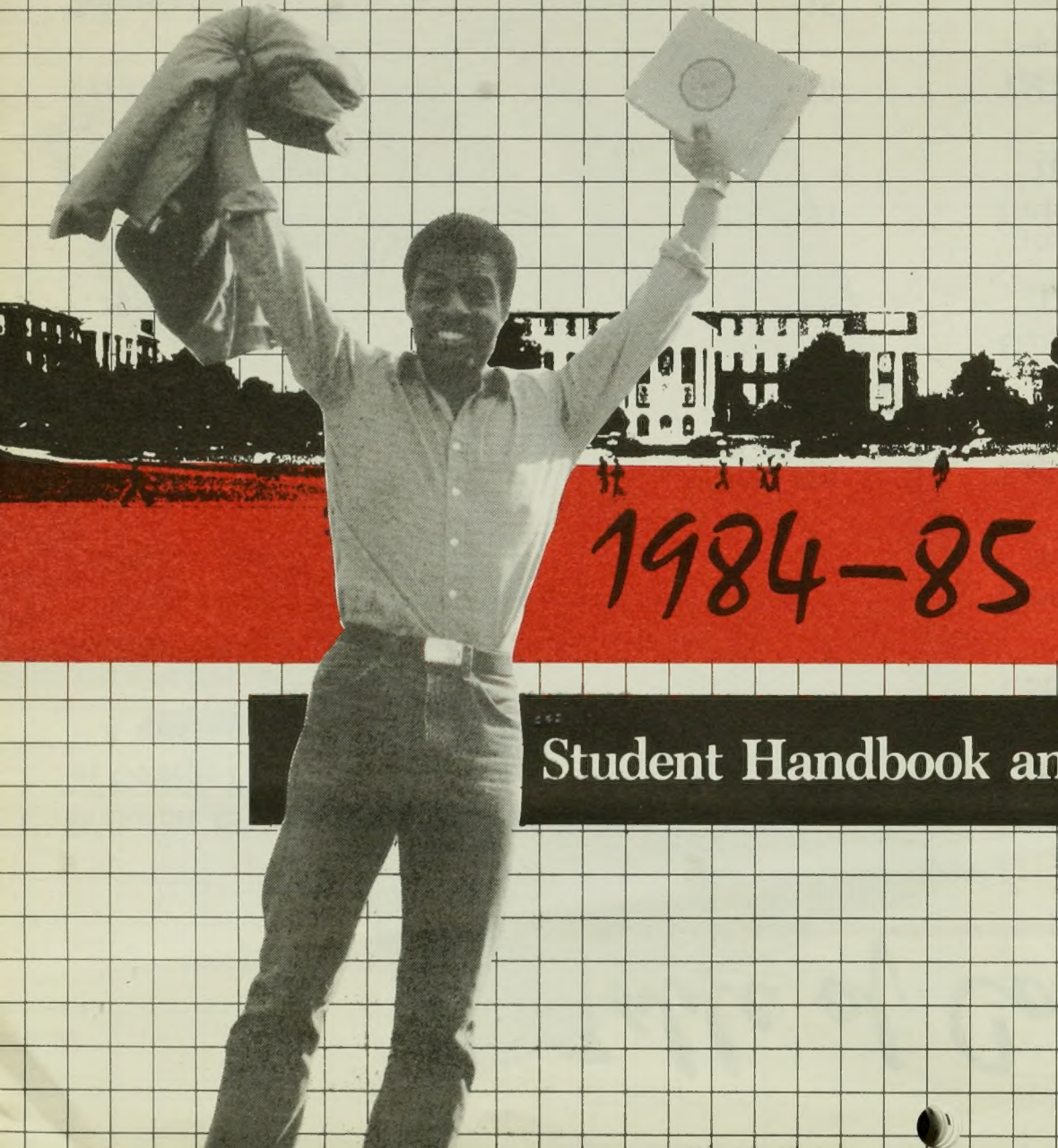
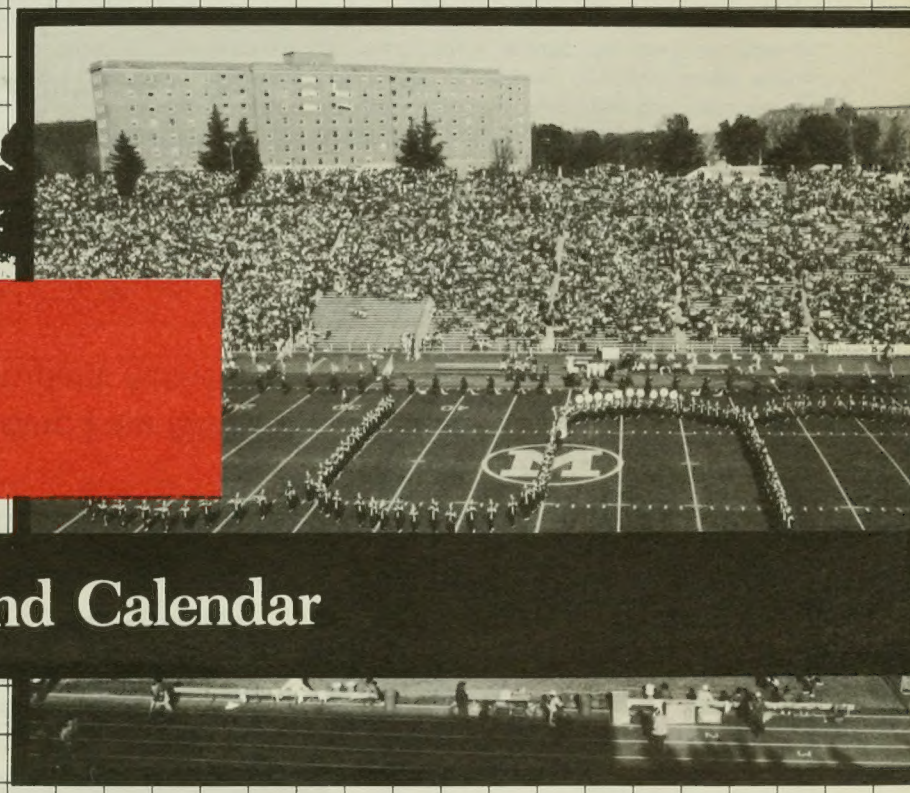
The University of Maryland at College Park





1984–85

Student Handbook and Calendar

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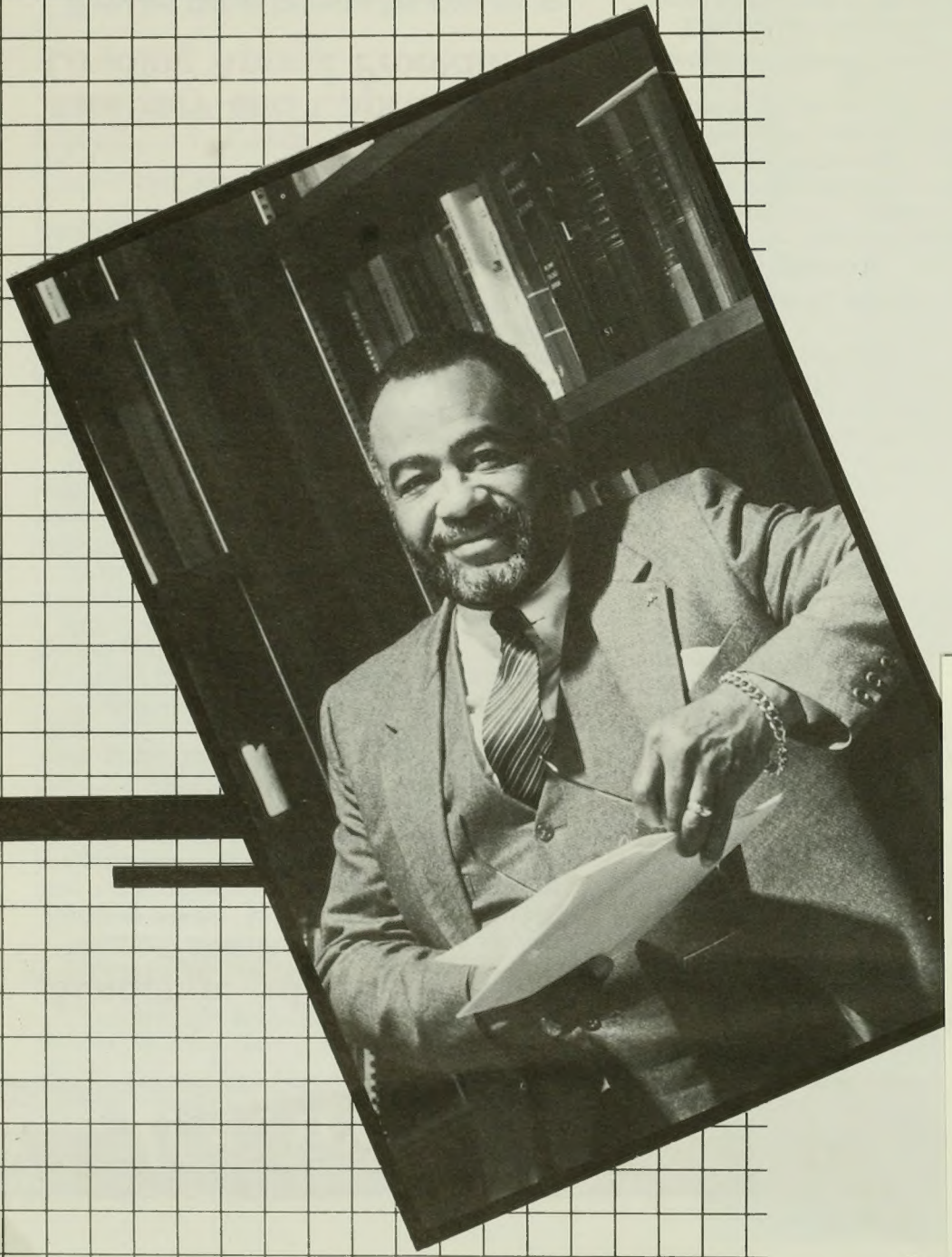


Welcome

It is my privilege as Chancellor to welcome you to the University of Maryland at College Park and to extend to you my best wishes for a successful and enriching experience in the coming academic year.

The UMCP campus offers you a community that is culturally and ethnically diverse—that reflects, in fact, society as a whole. Within this diversity, we try to create a positive atmosphere in which you can learn about yourself and others, and we have a variety of support programs to aid you in the process. The campus offers a choice among many outstanding programs of study and extensive academic advising to help you to pursue the subjects that interest you. Our professional programs, preprofessional concentrations, and various majors provide many options to explore different career directions.

My care and concern for you as a student is that you *use your time to learn and to grow.* I hope you will take advantage of some of the many opportunities for intellectual and social enrichment that the campus offers, and I encourage you to contribute your abilities to enhancing the campus community.

Dr. John Slaughter, *Chancellor,*
University of Maryland

Prince George's County
Historical Society
Library

Presented by

FREDERICK S. De MARR

1984

It's Academic

Academic Advising/UAC

Need some academic advice? Then go see your academic advisor. Everybody has one—you just may not know who it is yet. If you've decided on a major, look in the Schedule of Classes or check your department for the person to contact.

If you haven't decided on a major yet, don't worry! Undecided students are assigned an advisor at the Undergraduate Advising Center in room 1117 of the Hornbake Library.

Its staff provides assistance in areas of career planning, improved decision-making, academic planning and scheduling.

For more information, call 454-2733 or 454-3040.

At least once a semester it's a good idea to get together with your advisor to choose courses, check requirements and make sure you're on the right track.

However, don't limit your visits to registration times. Whenever you need it, advisors can provide information about such things as career choices, the job market, internships, special work opportunities, etc. So don't wait until your senior year—see an advisor NOW! They're here to make your academic life less traumatic and more productive.

Arbitrary and Capricious Grading Appeal Procedure

If you feel that an instructor has given you an unfair grade, there is a policy that can help you. The Arbitrary and Capricious Grading Policy which is explained in detail in the Undergraduate Catalog is specifically designed

All students, faculty and staff of any University of Maryland campus may borrow materials from any UMCP library. Members of the community may use library facilities, but may borrow materials only through interlibrary loan. Visiting scholars may apply for privileges.

Architecture Library

The Architecture Library is a collection of approximately 24,000 volumes supporting the professional education programs of the School of Architecture. In addition to architectural design, theory and history, the collection includes urban design, landscape architecture and building technology.

Art Library

The Art Library, in the Art-Sociology building, is a collection of approximately 45,000 volumes covering art history, studio art and art education, as well as, aspects of photography, graphic arts, interior design and textiles. The collection primarily supports upperclass, graduate and research programs.

The Engineering and Physical Sciences Library

The Engineering and Physical Sciences Library is the campus center for library materials in engineering, physics, mathematics and geology with significant collections in computer science, environmental sciences, water resources, and aerospace sciences. EPSL also houses the libraries' Technical Reports Center.

Hornbake Library

The R. Lee Hornbake library specializes in providing service to the undergraduate students. Collections of books, periodicals and other materials are designed to meet the undergraduates' educational and personal needs. Staff are always available to answer questions and provide assistance.

Hornbake is not only a useful place to study for upcoming exams or research term-papers but regular classes and clinics are scheduled to help you use the library more efficiently. This modern library located on Campus Drive below the Stamp Union has a myriad of desks and chairs to accommodate studiers. The bright atmosphere and comfortable decor make this a popular place to be when the work piles up. Also, for die-hard students who need to go into overtime with the books, Hornbake offers a 24 hour study room during the fall and spring terms. The Hornbake Library is generally open:

Mon.-Thurs.	8:00 a.m.-11:00 p.m.
Fri.	8:00 a.m.-5:00 p.m.
Sat.	10:00 a.m.-5:00 p.m.
Sun.	Noon-11:00 p.m.

**Hours vary between semesters and during the summer; call Hornbake Information (x4737) for current hours.*

McKeldin Library

McKeldin Library is the main library. Its collection covers nearly every subject but is especially strong in the life sciences, social sciences and humanities. In addition to the collections of books, periodicals, newspapers and microforms, McKeldin also has collections of government documents, maps, rare books, manuscripts, Marylandia, theses, dissertations and more.

McKeldin is open:

Mon.-Thurs.	8 a.m.-11 p.m.
Fri.	8 a.m.-6 p.m.
Sat.	10 a.m.-6 p.m.
Sun.	Noon-11 p.m.

to help students who have a grade dispute. Before filing a formal appeal, students are urged to resolve grievances informally with the instructor or administrator of his or her course.

Intensive Educational Development

Room 0111 Chemistry Building
454-5648 or 454-5645

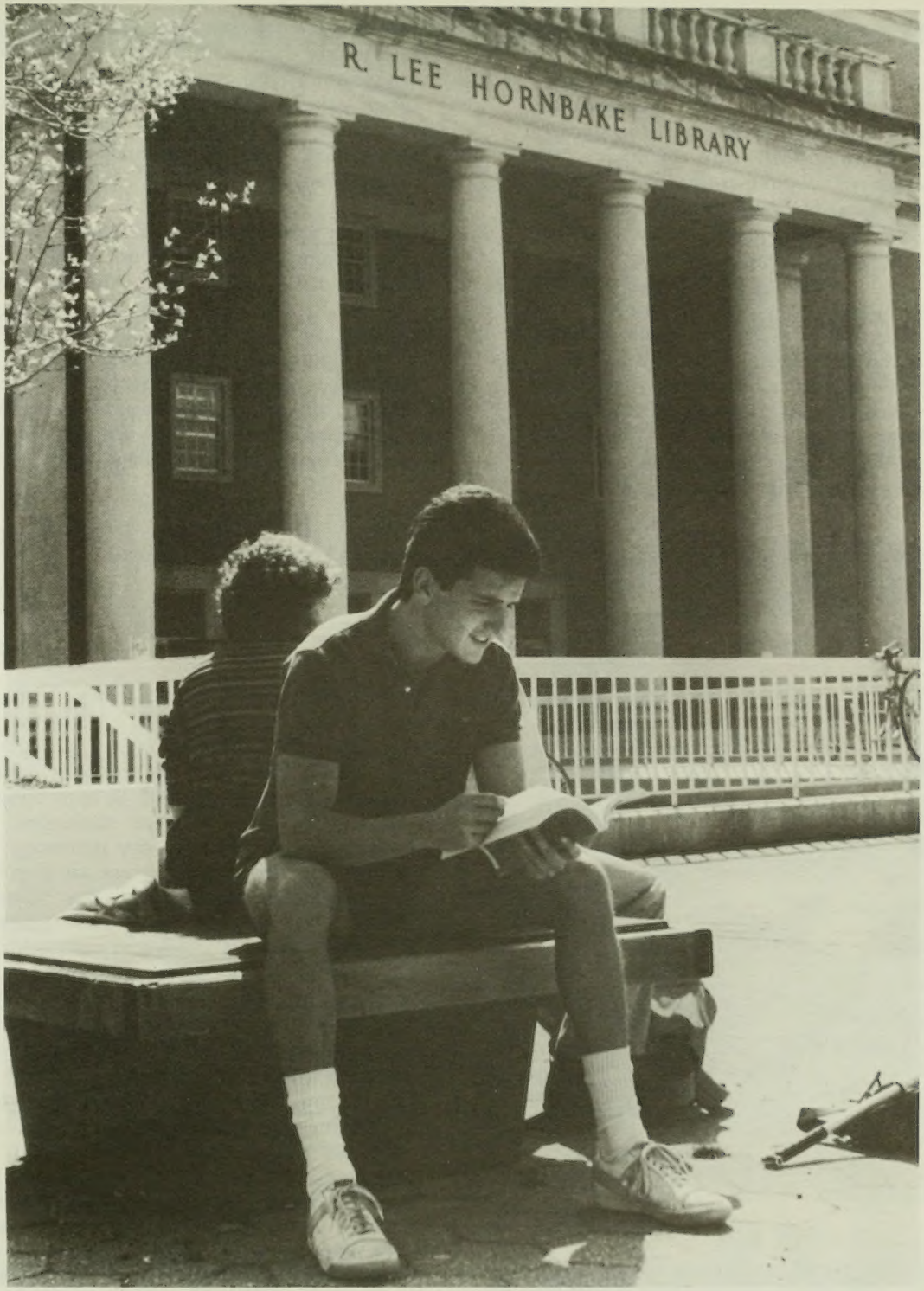
The Intensive Educational Development program (IED) provides a supportive program for UMCP students, and in particular freshmen, assisting them in their academic, intellectual, social, and personal development as follows:

- Math support and tutoring for Math 102, 110 115 and 140
- Preparation for the ENGL 101 and 101A English Proficiency Exam
- Tutoring in 100 and 200 level introductory courses
- Personal counseling in an individual and confidential setting
- Development of better college study skills and time management.

Students who find that they might benefit from the above services are encouraged to contact the IED office. Students may walk in or make appointments. Services are provided without charge to all registered UMCP students.

Libraries

There are eight libraries, whose combined collections of more than 1,500,000 volumes and 19,000 serial titles support educational and research endeavors on the College Park campus. The libraries' staff employ their training and experience building collections and providing services to the UMCP community.



Music Library

The Music Library, found in Hornbake Library, houses materials pertaining to music and dance. It contains books, periodicals, music scores and parts, as well as music recordings. Listening facilities are available and some recordings may be borrowed for home use. Special collections in music include items from many national organizations and associations.

Nonprint Media Services

Nonprint Media Services, located in Hornbake Library, is the central audiovisual department for the library system and the entire campus. This collection consists primarily of videocassettes, films, audio cassettes and equipment to support undergraduate, graduate and research programs. Viewing and listening facilities are available including a "Dial Access" system which allows up to 96 persons at a time to view or listen to class related programs. The Film Collection has 16 mm films on various subjects with emphasis on agriculture, nutrition, health and business.

White Memorial Library

White Memorial Library is a collection of chemistry, biochemistry and microbiology materials supporting primarily upperclass, graduate and research programs. Materials include periodicals, major indexes and comprehensive spectra collections.

S.T.A.R. Center

Student Tutorial Academics and Referral Center
Stamp Union Lobby
454-4948

The S.T.A.R. Center is a service geared to helping students in a variety of ways. The Star Center has a test file that contains exams from previous semesters. Students can borrow these exams to help them do better in their classes at no charge.

The Star Center has a tutor file. If a student needs help in a class, they can come to the Star Center and we will help them find a tutor.

Another service the Star Center has is a syllabus file. This service is useful if a student loses his/her syllabus during the semester. Students also use the syllabus file to get an idea of what a class is like before they take it.

In addition, the Star Center has a parent locator service. This is geared toward the student who is a parent. The parent leaves their schedule with us and our phone number with the child's babysitter. In case of emergency, the babysitter will contact us and we will find the parent.

Finally, the Star Center provides many forms that are available at North Administration. (Financial Aid, Change of Address etc.) The employees of the Star Center are knowledgeable in general academic information and can really help students.

The S.T.A.R. Center hours are:
Mon & Fri.: 9:00-3:30
Tues., Wed., Thurs.: 9:00-6:30

University College

454-5825

University College is the continuing education campus of the University. Classes are held during evenings, weekends, and some daytime hours at many locations throughout Maryland and the Washington, D.C. metropolitan area (as well as in Europe and the Far East through UMUC's overseas divisions).

With the motto "Serving part-time students is our full-time job," University College offers a variety of programs and formats for part-time learners.

Undergraduate programs offer courses leading to Bachelor of Arts and Bachelor of Sciences degrees and include the option of guided study through UMUC's Open University. At the graduate level, UMUC offers the Master of General Administration and Master of Science degree programs.

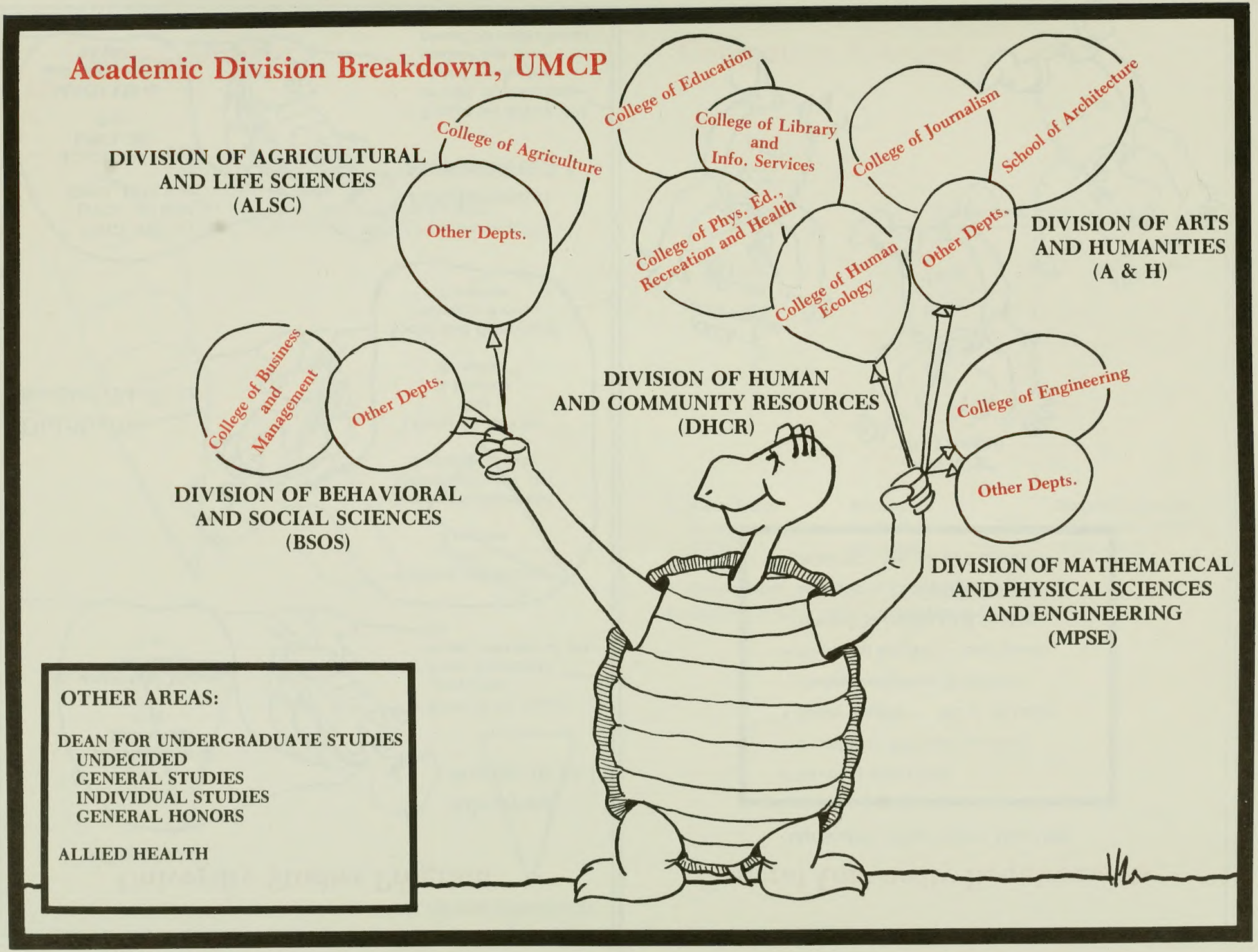
Courses taken at UMUC can be applied to degrees at UMCP and other campuses of the University, as well as other colleges and universities throughout the country, depending on their particular curricula.

Non-credit short courses, seminars, conferences and training programs are also offered through UMUC's Professional and Career Development Programs.

The Center of Adult Education, housing UMUC's offices in College Park, is a residential conference center providing meeting rooms, auditorium, lodging, cafeteria, catering facilities, and programming services. Parents of students are eligible to use the lodging facilities.

For information about UMUC's programs or a complete Schedule of Classes, call 454-5825.

Academic Division Breakdown, UMCP



University Studies Program

Advanced Studies (6 cr.)

Development of Knowledge
3 cr.

Analysis of Human Problems
3 cr.

- After 56 cr. hours completed
- From 2 separate depts., outside of major

Distributive Studies (24-25 cr.)

Culture and History
6 cr.;
2 courses

Natural Sciences and Mathematics 6-7 cr.;
2 courses (1 lab)

Literature and the Arts
2 Depts.;
2 courses

Social and Behavioral Sciences 6 cr.;
2 courses

Fundamental Studies (9 cr.)

ENGL 101 or
ENGL 101X or
ENGL 101A 3 cr.

ENGL 391 or
ENGL 393
3 cr.

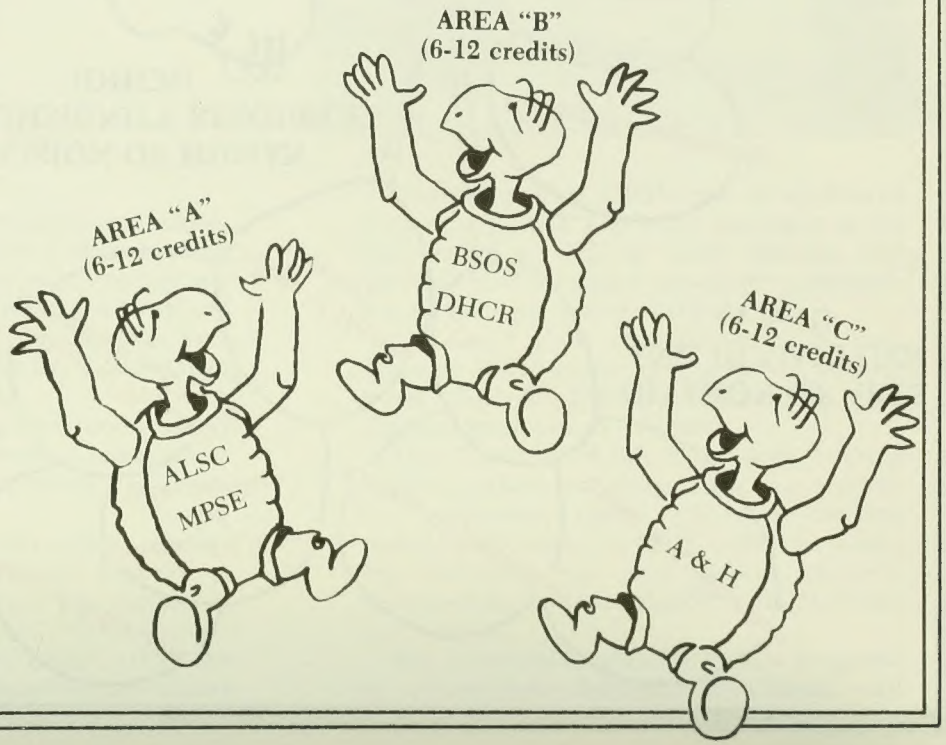
MATH 110 or
any higher level
3 cr.

- Except for ENGL 391 or 393, must be completed by the time student has completed 30 credit hours

General University Requirements

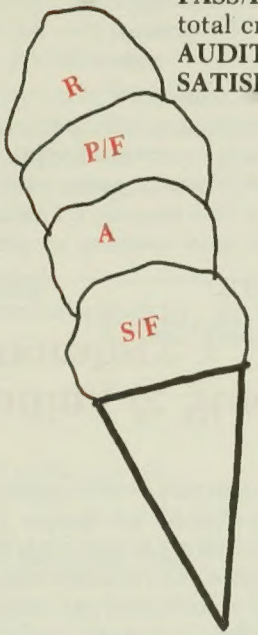
Matriculate college before May 1980

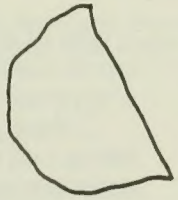
- 30 credit hours total
- 9 credits at 300 level or above
- Junior English — 391 or 393 after student completes 56 credits
- Freshman English — may count toward 30 credits total, and in addition to 12 maximum credits in Area "C", but not as 6 minimum

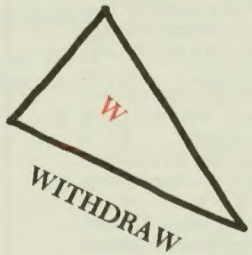


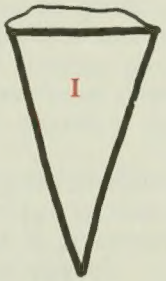
Grading Options

REGULAR (A, B, C, D, F)
PASS/FAIL (After first 15 credits, no more than 20% of total credits)
AUDIT (No grade, only a seat in the class)
SATISFACTORY/FAIL (See P/F; for internships)









INCOMPLETE

NO GRADE REPORTED

Computing Averages

Grade	Numerical Equivalent
A	4
B	3
C	2
D	1
F	0
P	2
S	2

A. Quality Points of a course (Q.P.'s) = (Number of) (credits for) (the course) × Numerical equivalent) (of the grade received) (in the course)

B. Grade Point Average (G.P.A.) = $\frac{\text{Quality Points Earned}}{\text{Number of Credits Attempted}}$

Academic Success Kit

UMCP can overwhelm you unless you're ready for it. But to be ready, you may need help which is what your Academic Success Kit (ASK) is all about. You can get the help you need for college success by ASKing.

The University of Maryland, College Park, is like a city which, like all new places, takes some getting used to. It can be overwhelming, but only if you let it.

As you know, college is different from high school. Here, you have options, choices, and responsibility for yourself. No one is here to look over your shoulder or to remind you of what you *should* or *need* to be doing. Instead, there are many resources available—over 70 academic departments, approximately 300 student organizations, and more than 20 offices or campus support services to help you get the education you want. All you have to do is learn how to use what the campus has to offer—by ASKing.

The RSSL offers various college success skills, a few of which are presented here. Learn to use these techniques—and never be afraid to ASK.

Reading & Study Skills Laboratory

Shoemaker Hall 2210 M: 8:30 a.m.-7:00 p.m.
454-2935 T-F: 8:30 a.m.-4:30 p.m.

Want to improve your study skills? Not sure which way is the *best* way to take notes? To study from your text? Perhaps you're getting anxious about taking exams. . .We can help!

The Reading & Study Skills Laboratory offers *individualized* programs in:

- Time Management
- Listening and Notetaking
- Textbook Comprehension
- Spelling
- Grammar
- English as a Second Language
- Speed Reading
- Examination Skills
- Vocabulary
- Writing Skills
- Math Skills

A complete library of pre-recorded materials supplements the individualized study programs. Review materials for introductory mathematics (MATH 001, 110, 115) and chemistry (CHEM 101, 103) are available.

UMCP Trivia Quiz

1. What percent of this year's freshman class will change majors before they graduate?
   a. 20% b. 40% c. 50% d. 60% e. 80%
2. What percent of this year's freshman class will change majors twice before they graduate?
   a. 20% b. 40% c. 50% d. 60% e. 80%
3. What percentage of this year's freshman class will earn a bachelor's degree within 4 years?
   a. 20% b. 40% c. 50% d. 60% e. 80%
4. What percent of this year's freshman class will earn a bachelor's degree during their lifetime?
   a. 20% b. 40% c. 50% d. 60% e. 80%
5. What percent of this year's freshman class expect to go on to professional or graduate school?
   a. 20% b. 40% c. 50% d. 60% e. 80%
6. What percent of this year's freshman class will probably go on to professional or graduate school?
   a. 20% b. 40% c. 50% d. 60% e. 80%
7. During the Fall semester of 1982, what percent of the grades in lower division courses (freshman and sophomore courses) were "A's"?
   a. 1% b. 5% c. 10% d. 20% e. 30%
8. Each semester, what percent of the undergraduate students on this campus end up on academic probation?
   a. 1% b. 5% c. 10% d. 20% e. 30%
9. Each semester about what percent of the undergraduate students on this campus are academically dismissed?
   a. 1% b. 5% c. 10% d. 20% e. 30%
10. During the Fall semester of 1982, *how many* of the lower division grades were "W's"? (W indicates that the course was dropped before the end of the ten weeks of classes.)
    a. 2,000 b. 3,000 c. 4,000 d. 5,000 e. 6,000

The following is a hypothetical examination on which you could get every item correct by knowing some of the pitfalls in item construction. Circle the letter preceding the correct response.

1. The purpose of the cluss in furmpaling is to remove
   a. cluss-prags b. tremalis c. cloughs d. plumonts
2. Trassig is true when
   a. lusps trasses the vom
   b. the viskal flans, if the viskal is donwil or zortil
   c. the begul
   d. dissles lisk easily
3. The sigia frequently overfesks the trelsum because
   a. all sigias are mellious
   b. sigias are always votial
   c. the trelsum is usually tarious
   d. no trelsa are feskable
4. The fribbled breg will minter best with an
   a. derst b. morst c. sortar d. ignu
5. Among the reasons for tristal doss are
   a. the sabs foped and the foths tinzed
   b. the kredges roted with the orots
   c. few racobs were accapted in sluth
   d. most of thepolats were thonced
6. Which of the following (is, are) always present when trossels are being gruven?
   a. rint and vost
   b. vost
   c. shum and vost
   d. vost and plone
7. The mintering function of the ignu is most effectively carried out in connection with
   a. a razma tol c. the fribbled breg
   b. the groshing stantol d. a frally sush
8. a. b. c. d.

Written by: Allen M. Schmuller
Visiting Lecturer
College of Education

Transfer Student Trivia Quiz

1. Transfer students frequently see their grades _____ their first semester here.
   a) drop one letter grade
   b) drop one-half letter grade
   c) stay the same
   d) raise one-half letter grade
   e) raise one letter grade
2. Of the 2,544 new transfer students attending UMCP Fall Semester 1983, what percent earned a grade point average of 3.000 or higher?
   a. 33 b. 40 c. 45 d. 50 e. 55 f. 60 g. 65 h. 66
3. Of the 2,544 new transfer students attending UMCP Fall Semester 1983, what percent earned a grade point average of 2.000 or higher?
   a. 40 b. 50 c. 60 d. 70 e. 80 f. 90
4. What percent of the 897 new full-time UMCP Spring Semester 1983 transfer students enrolled for UMCP classes in Spring 1984?
   a. 30 b. 40 c. 50 d. 60 e. 70 f. 80
5. What percent of the 566 new part-time UMCP Spring Semester 1983 transfer students enrolled for UMCP classes in Spring 1984?
   a. 30 b. 40 c. 50 d. 60 e. 70 f. 80
6. What percent of the new Fall, 1977 transfer students graduated in 2 years?
   a. 15 b. 20 c. 25 d. 30 e. 35 f. 40
7. What percent of the new Fall, 1977 transfer students graduated in 3 years?
   a. 30 b. 35 c. 40 d. 45 e. 50 f. 55
8. What percent of the new Fall, 1977 transfer students graduated in 4 years?
   a. 30 b. 35 c. 40 d. 45 e. 50 f. 55
9. What is the S.T.A.R. Center?
   a) Study Techniques to Assist Returnees' Center
   b) Services for Transfer Accounts and Refunds Center
   c) Student Tutorial Academic and Referral Center
   d) Student Theatre and Art Reduction Center
10. Why would you go to the S.T.A.R. Center?
    a) To help returning students adjust to UMCP
    b) To straighten out your university account (pay fees, library fines etc.)
    c) To better your exam-taking/study skills
    d) To get reduced-rate tickets for various artistic productions

NOTE: Answers to the three quizzes are available at orientation sessions as well as at the Reading & Study Skills Lab, Shoemaker Building.

Two, 1-credit *courses* are offered each semester:

EDCP 108B — Introductory academic skills course, focusing on such areas as general study skills, time management techniques, and how to succeed in college.

EDCP 108R — Career and personal planning, study skills' techniques for students returning to college after a break in their formal training.

Ongoing *workshops* are given on a weekly basis—skills areas vary by week, so check with the RSSL receptionist for dates, topics and registration.

MATH 110 & 115

If you are taking *Math 110* or *Math 115*, begin now! The Reading Lab has a diagnostic skills test to assess your basic mathematical abilities. Self-help math materials are available to better prepare you to be successful in your college math courses.

CHEM 101 & 103

Taking *Chem 101* or *Chem 103*? A series of audio-tutorial tapes are available in the RSSL to reacquaint you with the basic concepts of chemistry—the mole concept, doing chemical calculations, Boyle's Law, etc. Each self-paced tape has a workbook; these refresher sessions offer explanations, practice, and drill.

Work and Recreation Schedule

9 to 5 Mon. through Fri. is the standard 40 hour work week. For most students the standard 40 hour work week could be enough time to go to all of their classes and complete all of their study for those classes.

TO DO LIST

Date:

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

_____ _____

1. List the things you want or need to do today.
2. Prioritize your list using: "A" for the most important items
   "B" for the next most important items
   "C" for the least important items
3. Start with your "A's"! Even if you have half an hour available, you are ahead doing part of an "A" item than any of your "B's" or "C's".

Comparison Between Some High School and College Variables

	Typical High School	College (UMCP) 1984-1985
Cost of tuition, fees and books per year	No direct costs. Payment through state, county and local taxes.	$1,685 in-state $4,237 out-of-state
Tuition, fees, books, *room and board.*		$5,714 in-state $8,266 out-of-state $15,000 U.S. MIT
Size of school	500-1500 students 20-60 teachers 10-20 staff 20-50 acres 1-5 buildings	37,000 students 2,500 faculty 3,000 staff 1,378 acres 230 buildings
Responsibility for educational program	Teacher/Administrator Parent/Counselor	Student
Course changes during the semester	Usually difficult to make Students and teacher initiated	10 days to drop/add; an additional 8 weeks to drop up to 4 credits. Student initiated only.
Number of instructors students "know" after 4 years	2-5	0-1
Class size	30-40, maybe less	20-200
Hours in class	30-35 per week	15-20 per week
Hours of study during an average week	1-5 per week	15-25 per week, and possibly more
Number of required pages of technical or textbook materials read per academic year	Maybe 500 plus or minus 500 15-30 pages per week	4,000, plus or minus 1000 pages 200-300 pages per week

Taking Care of Business

Add-Drop

Add-drop is the University's terminology for the process by which you may adjust your course schedule by either adding a particular course or dropping the course from your schedule. For each course that you add or drop, you must complete a "Registration and Schedule Adjustment Form." Before classes start and during the first ten days of classes, you may add or drop classes to adjust your schedule without academic penalty. After the ten day Scheduled Adjustment Period, and for the first ten weeks of classes, you may drop a course and receive a "W" on your transcript. Questions about the use of the add-drop forms or process can be addressed at the Registration counter in North Administration.

For Books and Supplies,

See "With You In Mind"—Student Services, p. 43.

Cancellation of Registration

If you should decide not to attend classes for the coming semester, you may wish to cancel your registration. If you are preregistered or registered for classes and you request a cancellation of your registration before the first day of classes begins, you will receive a full refund of your tuition fees. Your cancellation request must be received in writing by:

Office of Registration
Room 1130 North Administration Building
University of Maryland
College Park, Maryland 20742

The third and final option is to wait until the first day of classes and take your case to the course instructor. Chances are that if the room physically has seats available he will look favorably to adding a student to his section. Conversely if the students are hanging from every available rafter you will probably have to wait until next semester.

Division/College/ Major Changes

Division, college and major changes may be made at any time, the only restrictions being Board of Regents limitations on enrollment.

Forms to initiate these changes are available at all division and college offices and at the Registrations Office, located on the first floor lobby in the North Administration Building.

Refer to the organizational chart on the back of the form to verify that you have processed all the necessary changes and are using the correct codes.

Identification System

The University's identification system is comprised of three cards: a paper registration card, a plastic photo transaction card, and (for those on board) a plastic photo dining hall card. These cards are used to gain admission to most events on campus—athletic, social, and cultural. They are used for identification to check out library materials, to gain entrance to the dining halls and to ride the campus shuttle.

Transcripts

Registrar's Office
Main Desk First Floor,
North Administration Building
454-5559

Official transcripts can be requested at the Main Desk of the Registrar's Office for a $2 fee. Any outstanding bills (such as parking tickets or library fines) must be paid to get your transcript. Allow three to five days for your transcript to be mailed out.

Unofficial transcripts can be obtained for advisement purposes from the divisional and college offices.

Withdrawal from the University

If you are a registered student and decide not to attend classes for the coming semester, and it is after the first day of classes, you must withdraw from the University. Withdrawal forms may be obtained from the Registrations Office, Room 1101 North Administration, University of Maryland, College Park, Maryland 20742. The forms must then be returned by mail or in person. The withdrawal becomes effective on the date the form is filed with the Office of Registrations. This date will effect the amount of money refunded to you. Further information concerning the amount of your refund is included in the Schedule of Classes or can be obtained by calling the Records Office at 454-3031.

Changing Your Address

Students who want to change their local mailing address or permanent addresses can do so any time during the semester.

Address change forms are available at the following places:

Office of the Bursar
Address Unit
Room 1121 or 1103, South Administration Building
Monday, Tuesday, Thursday and Friday—8:30-4:15 p.m.
Wednesday—8:30 a.m.-7:00 p.m.

Registrations Counter
1st Floor Lobby, North Administration Building
Monday-Friday 8:30-4:30 p.m.

Dean's or Provost's Offices
Open 8:30 a.m. to 4:30 p.m., Monday-Friday

Closed Courses

"Sorry, this course is closed!" This sentence spoken by a department representative can be the most feared that a new student may encounter at the University. Your reasons for *"really, really"* needing this course are all probably valid, but the fact is, there are no more seats left in the course. So. . ., what can you do? There are several options available to you.

First, if the course is closed, find out if there is a waiting list and get on it. If there is no waiting list, ask the department representative if they would start one.

Second, if no waiting list is available, find out from the department representative if this particular course has had any drops at all. If someone dropped it before, someone will probably drop in the future. Your next step then, is to periodically check back to see if any spaces have opened up.

Registration Cards

A new registration card is issued at the beginning of each semester. Students registering early will receive theirs attached to their class schedules. Students registering later will be issued one after presenting proof of bill payment. The replacement cost is $1. (Prior to registration, it is a good idea to see your advisor.)

Photo Identification Cards

Students are issued photo ID cards when they enroll at the University and continue to use that card during their entire enrollment. Replacement cost is $7.

Dining Hall ID Card

Each student contracted with Dining Services for meals is issued a plastic photo I.D. card used for entrance to the dining hall. These cards are not transferable! Don't lend them out; if caught your dining hall privileges can be revoked.

NOTE: There will be a $10.00 replacement charge if the card is lost. Also, you must go to the Dining Services Business Office if you wish to cancel your board plan for any reason, i.e., withdrawal from school or housing.

On-Line Registration

In the middle of each Fall and Spring term, usually October and April, currently registered students are invited to register for next semester. You will receive an invitation letter which indicates the location where you may pick up your materials, the dates of early registration, and when and where the First Edition of the Schedule of Classes will be delivered.

A new on-line registration system is being used which will allow you to confirm your schedule for the next semester at the time of your registration. Most currently enrolled students will be given appointments to register by this new system. If you do not get an invitation to register, or misplace the one you receive, contact your Provost's office, your Dean's office or the Registrations office at Registrations' 454-7950 for information.

Additionally, if you are on a meal plan you must cancel your board contract in writing at the Dining Services Business Office 0144 South Campus Dining Hall. If you are living in a residence hall, you must cancel your housing at the Assignments Office of Resident Life in 3117 North Administration Building.

Living It Up

Greek Housing

1191 Stamp Union
454-5605

Fraternity and sorority houses provide living spaces for 1,800 Maryland students. Living in a "Greek House" provides the chance to experience all aspects of facilities management.

Although most students living in the houses are members of the Greek community, there are sometimes spaces available for non-members.

The Office of Campus Activities helps to integrate the fraternities and sororities with the rest of the campus community. The office serves to advise and coordinate fraternity and sorority members in order to help them get the most out of the Greek experience.

If you have any questions or simply want more information about the sororities or fraternities, just stop by the Campus Activities Office located in the Stamp Union and they'll be glad to help you.

Off-Campus Housing Service

Commuter Affairs
1195 Stamp Union
454-3645

This service is an excellent resource for students looking for off-campus accommodations. The office maintains computerized listings of furnished and unfurnished rooms, apartments, and houses which are for rent in the area. Peer advisors are available from 8:30 a.m.-4:30 p.m., Monday-Friday to assist you in your hous-

Residence Halls

A range of physical settings is available in the University residence halls.

Newer high-rise residence halls dominate the north side of the campus. The "complexes", or groupings of high-rise halls around a central dining facility, are near most athletic arenas and other recreational resources of the campus. As many as 550 students live in a high-rise hall.

Older Georgian Colonial-style residence halls are located on the southside of campus. These "Hill area" halls—in the North Hill and in the South Hill clusters of residence halls—are close to most libraries and the academic core of the campus. These halls are smaller, not more than three or four stories high, and house as few as 35 and as many as 300 students.

In these traditional "dormitory-style" residence halls, there are bed/study rooms for two students (though some singles for upper class students and triples and quads exist) and limited lounge and meeting space for small groups of residents and friends. Room sizes and features vary considerably with the age and physical layout of each hall.

It is to these traditional "dormitory-style" residence halls that entering freshmen and transfer students should expect to be assigned.

Within several of the older residence halls on the south "Hill area" renovations have been completed, providing apartments with kitchens or kitchenless suites for four to seven students in place of the double bedrooms and communal baths that are common in the traditional buildings. Freshmen and new transfer students should not expect to initially be assigned to these apartments or suites.

Apartment units for four or six students are located in Leonardtown, a few minutes' walk from the center of campus. Apartments are

Roommate Assignments

New students are assigned randomly, so there is no way for you to choose where or with whom you will be assigned. However, efforts are made to satisfy students' preferences in the following areas:

- *Coeducational or single-sex hall.* In the coeducational halls, men and women are assigned on separate floors or wings of the same building. More than 40 per cent of campus residents live in coeducational halls.
- *Limited or unlimited visitation privileges.* In most halls, the residents are not limited in hours or days they may have guests of the opposite sex visit in their rooms, roommates willing. In other halls, limited visitation hours are maintained, meaning that guests of the opposite sex are not permitted 12 midnight to 8:00 a.m. weeknights and 1:30 a.m. to 8:00 a.m. weekends. There are no curfews or time restrictions for residents to enter or leave their halls.
- *Non-smoker preferred as a roommate.*

Sometimes, the two students assigned together in a room are not able to work out a cooperative roommate relationship. The R.A. can be called on to help work out differences. Sometimes it is necessary to help students pursue a room change.

You and your roommate will find that some expectations or rules must exist in residence halls as they must in any community of people. Because the residence halls are on the campus and support your academic purpose for being here, most of these rules exist to guide and support learning and respect for others and positive interaction among students. Generally speaking, these standards rest on one simple notion, giving the same courtesies, respect and consideration to others that you expect for yourself. In the com-

ing search and to supply you with information regarding many aspects of the off-campus living experience.

On-Campus Living

Department of Resident Life
3117 North Administration Building
454-2711

Living on-campus provides an opportunity to live with other students. Through constant interaction with others, the late night talks with floormates and a roommate, and participation and involvement in floor and community governance, social and other activities, many students have their most enjoyable and rewarding experiences while on campus.

reserved for upper-class students; freshmen and new transfer students are not assigned there. Apartments include fully equipped kitchens and private baths, and all furnishings and carpeting.

People to Know

Your R.A. or Resident Assistant is an undergraduate student hired to help you make the most of your experience in the residence halls. Your R.A. is available for advice, information, conflict resolution and, most of all, as a friend. Get to know your R.A. for he or she can make your stay here easier and more enjoyable. Your R.D. or Resident Director is a professional staff member who manages your building and particular student concerns.

munity of students living in a University residence hall, special emphasis is placed on each student being able to study and sleep. While a student at the University, you must abide by expectations stated in the *Code of Student Conduct*. As a resident on the campus, you *also* must abide by expectations stated in the *Residence Halls Agreement* and other residence halls documents.

Dollars and Sense

Banking

Citizens Bank of Maryland
454-2827

To make life a bit easier and safer, it's a good idea to open a checking account after you get settled. Citizens Bank of Maryland, situated across from Roy Rogers in the Stamp Union, is a full-service bank that offers free checking to students, faculty, and staff. For a slight fee, Citizens will cash checks for non-account holders.

Its lobby hours are Monday-Friday, 9:00 a.m.-2:00 p.m. with the lobby reopening on Friday from 4:30 p.m.-7:00 p.m. The outside window will serve you until 7:00 p.m. The bank is also open on Saturday from 9:00 a.m.-12 noon.

Employment

Need some assistance landing a part-time temporary or summer job either on- or off-campus? The Job Referral Service located in Room 3120 Hornbake Library (454-2490) can help you.

Peer counselors help to match a student's qualifications with various employers' requirements for available positions. Students may receive referrals for up to three positions each time they utilize the service.

On-campus jobs are the most sought after type of employment because they are convenient and can fit comfortably into class and study schedules. They are limited in number, therefore, competition is high. Start looking early — possibly before the semester begins — if you're interested in on-campus employment.

Departmental Offices

There are over 125 departmental offices which often hire students to work on their staffs. The jobs available most often are clerical, research and labor positions. Experience with office equipment and typing are often assets in getting one of these openings.

Majors are given priority; so, it would be best to first look in your department. If they don't need help — don't be discouraged! Drop in on the other departments, because someone, somewhere needs good help!

Career Development Center
3rd Floor, Hornbake Undergraduate Library
454-2813

An excellent source for occupational information and full-time job vacancies is the Career Library, located in the Career Development Center.

Orientation Office
1195 Stamp Union
454-5752

This office hires Orientation staff who primarily work during the summer Orientation program as peer advisors. Applications generally become available in September. In March, the office usually employs students to help process Orientation applications.

Stop by the Orientation Office for details and applications.

Shuttle Bus

Students interested in driver positions should apply at the Shuttle Office near Leonardtown Community Center. For more information, call 454-2255.

Libraries

There are five libraries on campus which all hire student employees in college workships. Also, many departments have their own small libraries. Applications should be filled out with each individual library. Positions are available for the summer as well as the school year.

Police Department

The UM Police Department employs approximately 140 students on a part-time basis to perform quasi police and security related services on Campus. The UM Police Auxiliary Division coordinates the Student Police Aides (SPA). SPAs are routinely assigned duties involving traffic direction and control for athletic events, internal security of various UM buildings such as the libraries, and issuance of UM parking tickets. SPAs also staff the security gates that operate at the four open entrances to the Campus between 11 p.m. and 6 a.m.

Even though students majoring in Criminology and Law Enforcement are given preferential consideration for position vacancies, applications are accepted from students in all academic disciplines. Applications are accepted at any time of the year. Apply in person at the UMPD Auxiliary Division, 4302 Knox Road or call 454-4909 for further information.

Dining Services

The Department of Dining Services is a major campus employer. A variety of jobs are available and the hours often are compatible with class schedules. Employment opportunities are available through the contract dining halls and the Stamp Union. A wide variety of specialty jobs are available for those with skills such as waiter, waitress, cook, assistant cook, bakery assistant, skilled office workers, editors and artists, to mention a few. In addition, internships in conjunction with University academics can be arranged.

Students should apply through the Dining Hall of their choice or to Room 1150 South Campus Dining Hall. Students with special needs may apply for a workship. For information call 454-2908.

Office of the Bursar

South Administration Bldg.
454-4832

Questions and Answers about Paying your Bill

Q. *When will I receive a bill?*

A. If you attend one of the orientation sessions held before July 4, 1984, you should receive a combination bill/schedule for Fall 1984 around July 18, 1984. Those students who attend orientation after July 4th will receive a bill around August 15, 1984.

Q: *When is payment of the bill due?*

A. Payment for room, board, tuition and all associated fees is due in full by August 21, 1984, **whether or not you receive a bill.** Checks should be made payable to the University of Maryland and should include the student's social security number on the **front** of the check.

Q: *What should I do if I don't receive a bill?*

A. Write or call the Student Accounts Office on (301) 454-4832 as soon as possible if you have not received a bill before school starts. We will advise you if there are any problems cedures. Failure to cancel **each one** of these separate obligations — Registration, Dining Services, and Resident Life — will result in charges. Unfortunately, students tend to assume withdrawal from Registration cancels all obligations. That is not correct.

Q: *Whom do I notify of a change of address?*

A: Since many University communications are sent through the mail, it is imperative that an accurate and up-to-date address is maintained for you. Changes can be made to your local or permanent mailing addresses at any time by completing an Address Change Form at the Office of the Bursar, 1103 South Administration Building or the Registrations Counter, 1st Floor Lobby, North Administration Building.

Q: *How do I obtain a refund of a credit balance on my account?*

A: **No credit balance is automatically refunded.** That is, a student must file a request in writing to obtain a refund. This can be done by addressing a letter to the Refund Unit, Office of the Bursar, or by completing a refund request form at the Student Accounts Counter, 1103 South Administration building or the Withdrawal Office, 1st Floor, North Administration Building. It takes approximately five to six weeks from the time a credit balance appears on the account and a refund request is received until a check is mailed from the State Treasurer's Office in Annapolis.

Q: *What do I do if I have been awarded financial aid?*

A: All University scholarships and grants will be credited directly to your account as long as you preregister for at least 12 credits. A check for any balance remaining will be available from the Office of the Bursar beginning around August 27, 1984. Two important items should be noted regarding financial aid:

1) In order to receive financial aid, the award letter indicating acceptance of the offered aid must be received by the Office of Stu-

Faculty

Have you ever thought of approaching a faculty member for job referrals? If you haven't, you should, because the faculty can be valuable resources in job referrals for two reasons.

First, they maintain contacts with colleagues in the area who work with the government or private business and are in the position to hire. Second, their job leads often involve positions directly related to professional interests. You may be pleasantly surprised how interested the faculty are in helping students find pre-professional employment.

Department of Resident Life
3rd Floor, North Administration Building
454-2711

Students who want a job working in the residence halls may apply at the Department of Resident Life's Student Employment Center, room 0117 Cumberland Hall. Preference is given to students who live on campus.

Resident Life employs more than 400 students every academic year in many positions, including carpentry, maintenance, furnishings, transportation, pest control, housekeeping, painting, groundskeeping, typing, security patrols, Community Center and Facilities Center receptionists, desk receptionists and resident assistants.

Most jobs start a a salary of $3.45 per hour. Students usually work 10 to 20 hours each week, at times which are arranged around class schedules. For most jobs, no previous experience is necessary since Resident Life staff provide on-the-job training and skills development. If a student's preferred choice(s) of jobs does not have an opening, the student's name can be placed on an active waiting list until an opening occurs.

Adele H. Stamp Union

The Stamp Union has approximately 100 student positions available for people with various skills. The Union is open about 15 hours a day, seven days a week, so Union jobs could fit almost any schedule. For more information, go to the Union's Administrative offices, room 2104 or call 454-2807.

regarding your preregistration or bill and/or the correct amount to pay. **The University cannot assume responsibility for the non-receipt of bills** so make sure the bill is paid in full by the first day of class to avoid additional charges and/or penalties.

Q: *What will happen if I don't pay the bill by the first day of class?*

A: **The University of Maryland does not have a deferred payment plan. It is the policy of the University not to defer payment of fees on the basis of a pending application for financial assistance from an outside agency such as banks, guaranteed student loan programs, etc.** Students who fail to pay their bill will have their course enrollment cancelled, all University services severed, will be charged a $25.00 severance fee and have their account transferred to the State Central Collection Unit with a minimum 15% collection charge added.

Q: *What will happen to my room and board if services are severed?*

A: Severance of housing services means that the student will be asked to vacate the room, the student's room will be assigned to another student and the student will be placed at the bottom of the waiting list once services are restored. For a student on board whose services are severed, no meals are served until the account is satisfied and no reimbursement will be made for meals missed during severance.

Q: *What do I do if I decide not to attend the University?*

A: Students who preregister or register and later decide not to attend the University **must** cancel their registration in writing with the Withdrawal Office prior to the first day of class to incur no financial obligation to the University. Failure to cancel registration will result in the student being assessed charges even though he/she does not attend class. **In addition,** students on room and board should check each one of these separate contracts for the correct cancellation deadlines and pro-

dent Financial Aid. In addition students who receive a National Direct Student Loan (NDSL) must submit properly executed promissory notes and associated forms to the Office of the Bursar within ten (10) days after the notes are prepared.

2) Students on scholarships and grants are expected to maintain a semester credit load of 12 credits. In the event a student drops below this level, the scholarship or grant is automatically cancelled leading to an indebtedness to the University. Any student considering dropping credits should contact their financial aid counselor before taking such action.

Further information regarding billing information, fee schedules, disbursement of financial aid, etc., can be found in the 1984-1985 Undergraduate Catalog and the Fall 1984 Schedule of Classes or by calling the Student Accounts Office on (301) 454-4832.

Office Of Student Financial Aid

2130 North Administration Building
454-3046

There are over 100 sources of scholarships, grants, loans, and employment available to eligible students through the Student Financial Aid Office.

Most aid awards are packaged and will consist of a combination of scholarship, grant, loan and/or employment. The application deadlines for these are extremely important.

There is also the Job Referral Service. This form of financial aid provides assistance in locating part-time employment on and off campus. A student's need is not a prerequisite for participation in the Job Referral Program.

The office publishes a brochure which gives all the details of eligibility, application procedures and descriptions of the forms of financial aid. Students may pick up the brochure and applications at the Student Financial Aid Office.

Transportation and Safety

Campus Escort Service

454-JUST

Walking around campus after dark isn't exactly the safest thing to do, so why do it? Call 454-JUST for a Personal escort to the place of your choice (as long as it's on campus or in the surrounding area).

Escorts can be found at two locations: Lobby of McKeldin Library and Basement of Hornbake Library. Hours are 7:00 p.m.-2:00 a.m., Sunday-Thursday.

Commuter Affairs

Office of Commuter Affairs
1195 Adele H. Stamp Union
454-5275

Whether living with your parents or in your own apartment, the Office of Commuter Affairs sponsors services which can be invaluable to you. Stop by or call and take advantage of the services designed for you.

Carpooling 454-3645 and
Shuttle—UM 454-5375

These two services sponsored by Commuter Affairs may save you money as well as benefit the entire community by reducing pollution and fuel consumption.

Two carpool programs are available to students. The individual match-up system gives you a list of students who live in your area and wish to carpool. Regional carpools, which are currently operating from Bowie, Fulton, Silver Spring, and Oxon Hill areas, provide maximum flexibility and require you to drive only twice a week. In addition, carpoolers qualify for priority parking on campus. If you and at least two other students form a carpool, register yourselves at Commuter Affairs and you will be eligible for close-in preferred parking spaces. Priority Park eligibility begins 1st day of Fall/Spring registration.

appeal it! Meter Violations and/or Towing Fees incurred are NOT appealable. The Judicial Programs Office has a ticket appeal process that you can pursue. To appeal, go to the Traffic Appeals Office (second floor, North Administration Building) and fill out an appeal form. They must be completed and returned to the office within 10 calendar days of the date on the ticket.

A student board will review your appeal and do one of three things: (1) void the ticket, (2) lower the fine, or (3) deny the appeal. They will never raise the fine. If your ticket was due to a meter violation, it must be handled at the Motor Vehicle Office.

Department of Environmental Safety

454-5744

The Department's mission is to assure that campus environmental and safety hazards and risks are eliminated or minimized through programs of inspection, education and hazard management.

Lost and Found

Campus Police—454-5995 (Corporal Miller)
Stamp Union Information Desk—454-2801

If unsuccessful at this point, try an ad in the "Diamondback" (454-2351).

Motor Vehicle Registration

Who?

All commuters are eligible, plus junior and senior residents. *Please note. . .*freshmen and sophomores who have 55 credits or less and who

when snow conditions make it hazardous for commuting students and staff to drive to campus.

Declared Emergency Conditions

In the event of a declared emergency (severe weather, civil disorder, etc.) one of the following announcements will be broadcast over area radio and TV stations.

Code Green—All classes will start on time.

Code Yellow—The campus is opening two hours late. All classes are scheduled to start prior to 10:00 a.m. are cancelled.

Code Orange—All classes are cancelled. The campus will be open on a limited basis. An emergency parking ban is in effect.

Code Red—The campus is closed. All classes are cancelled. An emergency parking ban is in effect.

UM Police Department

U.S. Rt. 1 across from Ritchie Coliseum

The UM Police are here to serve you. They are responsible for the safety of all persons who enter the jurisdictional boundaries of the College Park Campus. As sworn law enforcement officers they are charged with the responsibilty to enforce state, county and local laws, including the rules and regulations of the University.

To assist you in requesting the services offered by UM Police the following is provided:

- To report a crime or suspicious activity, call 454-3555.

  Reports of crimes, suspicious activities, and motor vehicle accidents should be made by contacting the UM Police. All reports must be made in person. An officer may be dispatched to your location on campus or you may make the report in person at the duty desk of the UM

The Shuttle-UM system offers five distinct services to students. Daytime Commuter Routes serve nearby residential areas off-campus Monday through Friday between 6:30 a.m. and 6:30 p.m., Fall and Spring sessions. Evening Security Routes operate on campus seven nights a week between the hours of 6:00 p.m.-2:00 a.m. during Fall, Spring & Summer sessions. An additional evening security service is Call-a-Ride which will transport you door-to-door on campus between dusk and dawn, seven nights weekly by calling 454-2255 (xCALL). Transit Service for the Disabled is provided for people who are permanently or temporarily handicapped. Finally, Charter Services are available to any official University organization and operate anywhere in the state of Maryland and the Washington Metropolitan area.

Parking Alternatives

The University of Maryland provides a shuttle bus service that will take you from your off-campus apartment to the middle of campus. The Office of Commuter Affairs, located in the Student Union, has complete shuttle bus information. If you wish to use a metro bus, the Information Desk in the Stamp Union has all route and time schedules.

Carpooling is another alternative at Maryland, and it has its advantages. Along with the savings on gas and its cost, you could have the privilege of parking in a centrally located faculty lot. Only three people are necessary for a carpool. Further information can be obtained at the Office of Commuter Affairs.

If you are going to be driving on campus and are not in a carpool, it would be wise to arrive at your assigned lot about 20 minutes before class. If you can't park in your assigned lot because it's full, don't panic, Lot 4 serves as an overflow lot throughout the semester.

Parking Tickets

At Maryland, it not only rains and snows, but it *tickets*. Yellow slips of paper magically fall from the sky and lodge themselves between your wiper blades and windshield. Should this happen to you (in four years it's bound to occur), you'll have to pay a fine.

If, however, you feel undeserving of the ticket, reside on campus *may not* operate or register a vehicle on campus unless an exception is granted. . .information available at the Motor Vehicle Administration Office, Service Building, South Wing.

How?

Bring *current* state registration card for each vehicle to be registered. You cannot register your vehicle without this document and a student I.D. card.

How much?

Registration fee is $15.00 for first vehicle and $3.00 for each additional vehicle. Vehicle registration charges may be included on student bill during Armory registration *only*. When vehicles are registered at any other time or place, cash or check payment is required at time vehicle is registered.

For complete picture of the Motor Vehicle scene, be sure to pick up a copy of, AND READ, the Campus Parking Regulations when you receive your parking decals. A general rule to follow is to park between two (2) white lines in your assigned area or designated overflow area (Lot 4).

When?

During the period of July 16, 1984 through August 26, 1984, 8:30 A.M. to 4:15 P.M., Monday through Friday, MVA Office on campus.

—OR—

Reckord Armory-during the week of August 27th through the 31st, 8:30 A.M. to 6:00 P.M., MVA Office-August 27 through September 14, 1984 8:30 A.M. to 6:00 P.M. (Note: the MVA Office will be closed on Labor Day-Monday, September 3, 1984.)

—OR—

Monday, September 17, 1984 and later, Motor Vehicle Administration Office, Service Building, South Wing, 8:30 A.M. to 4:15 P.M.

Snow Days

The University has a strict policy concerning snow days. The campus closes its doors only

Police station. It is important for you to obtain the officers name and badge number and the case number of the report.

- To request copies of official police reports, call 454-5994.

  The UM Police central records section will provide documentation of reports filed for insurance and other verification purposes. However, there may be a slight fee for this service. When requesting this service, you should provide the case number of the report and the reporting officer's name and badge number.
- To make emergency calls for police, fire, or rescue, call 454-3333.

  The Public Emergency Reporting Telephones (PERT) are available for emergency calls throughout the Campus. These phones are yellow and have blue lights over them to mark their location for easy recognition at night. Upon lifting the receiver, you are automatically connected with a UM police dispatcher. Your location is provided electronically. Use these phones for emergency calls only.
- To obtain crime prevention information and services, call 454-5993.

  The UM Police will provide publications and presentations in the areas of crime prevention, sexual assault, and personal security upon request. Contact the Police Community Relations Officer for further information.

In addition to these services, the UM Police have the following responsibilities and duties:

- Make routine patrols of the Campus and some surrounding areas in College Park, both in marked patrol cars and on foot;
- Enforce State traffic laws through issuance of State Citations;
- Enforce UM parking regulations through issuance of UM parking tickets.

  Some violations may result in the towing of your vehicle. These violations include but are not limited to:

  —illegally parked in a medical/handicapped space

  —illegally parked in a driveway, service area, roadway, or grass area

  —abandoned vehicle parked over 48 hours;
- Enforce State, County, and local criminal laws through criminal arrests;
- Enforce the Code of Student Conduct through

Campus Judicial Program Referrals;
- Investigate all reported crimes through the use of a Criminal Investigations Division.

Special Services

The diverse nature of the University requires many special services which are public safety oriented but do not require sworn police officers. The UM Police employs undergraduate and graduate students to fulfill these special service obligations. The following are the two divisions which provide these services:

- Student Police Auxiliary (SPA), call 454-4909.
  SPAs assist with the security of the buildings, direction of traffic during special events, and issuance of parking tickets. SPAs also man the four gates on campus between 11 p.m.-6 a.m. These gates are the only entrances and exits that are open during these hours. The SPAs stop every vehicle entering Campus that does not display current UM parking decals. Operators of these vehicles must show proper identification prior to entering the Campus. Contact the SPA office for further information.
  Loss Prevention Officers secure buildings on Campus at 11 p.m. and open the buildings at 7 a.m. daily. Contact the Loss Prevention Office for further information.

Off Campus Incidents

The UM Police are limited to a specific jurisdiction, primarily the campus, for response to calls and requests for service. If you are outside of UM Police jurisdiction and the incident occurred within this jurisdiction, you must return to UM Police jurisdiction to report the incident. To report a crime or suspicious activity that occurred on campus. You must notify the UM Police from a campus location. All incidents which occur outside of the UM Police jurisdiction should be reported to the police department in the area in which the incident occurred. In the Washington Metropolitan Area, most emergency calls for service may be made by dialing 911.

The UM Police Need Your Help!

Report all criminal or suspicious activity, no matter how small the value or how minor the incident. With your help, the UM POLICE and UM COMMUNITY can work together to make the Campus a safer place.

Where's the Beef?

Dairy

Turner Laboratory
454-4521

The ice cream is made right in Turner Lab, and student workers give you generous portions. Besides being able to sample all flavors of cones, sundaes and milkshakes, you may also buy a variety of hot and cold sandwiches, hot soup, soft drinks, yogurt and snacks. Hours are from 8:00 a.m. to 6:00 p.m. Monday through Friday and noon to 6:00 p.m., Saturday and Sunday.

Dining Services

Director's Office	454-2902
Meal Card Information	454-2906
D.S. Cash Office	454-2906
Catering	454-3539
Employment & Workship	454-3539

Workship Board Plan

Dining Services offers a choice of three board also provides you with the flexibility of a la carte services, a full service restaurant, bake shop, deli, pizzeria and much more, all located at the Stamp Union building. For more information on your D.S. Cash program contact the Contract Office, 454-2906.

Hours of service and menus are posted outside each Dining Room for your convenience.

D.S. Cash Card

D.S. Cash Card is a pre-paid food service plan available to faculty, staff and commuters. To open your account, you deposit money into a personal D.S. Cash account. At that time, you will be issued a D.S. Cash Card. The versatility and convenience of D.S. Cash will be yours. Whenever you eat in any of the seventeen Dining Services operations, present your cash card and the amount of your purchase will automatically be deducted from your account, with a new balance displayed. No longer will you have to worry about not having the money when you want to stop for a quick bite, snack or full course meal. When making a purchase, you will receive salad/fruit shop.

And if you're into natural foods, then the Food Co-op is the place to go. You can pick up cheese, fresh produce, yogurt, nuts and their famous 'veggie' sandwich among other fresh foods for low prices.

Good news for those of you on meal plans—you can also use your meal cards at Roy Rogers. Check to see exactly how much your card is worth.

Last, but not least, is the vending room down the hall from the movie theater. It's quick and has sandwich machines, soft drinks and candy.

Hillel-Young Kosher Dining Club

B'nai B'rith Hillel-Federation
Jewish Student Center
7612 Mowatt Lane (P.O. Box 187)
College Park, MD 20740
422-6200

This is a University-accepted board plan, in

plans: 19, 15 and 10 meals per week. The four campus dining halls are open seven days a week serving three meals per day, Monday through Friday, and brunch and dinner on weekends. Meal hours are conveniently posted in the lobby of each dining hall.

Dining Hall ID Card

Students who contract with Dining Services for meals are issued an instant photo I.D. card. This is used for entrance to the contract dining halls. The same card can be used through the cash equivalency program in the Stamp Union Dining Services Eateries and Dining Services Snack Bars.

Information on this service may be obtained at the Dining Services Contract Office, Room 0144, ground floor, South Campus Dining Hall or call 454-2906.

Cash Offerings

In addition to the four regular dining halls, the Department of Dining Services also operates a number of cash restaurants and snack bars across campus. These include Nature's Garden - Cook's Corner, Pizza 'n Pasta, Fiesta's, What's Your Beef, Dory's Sweet Shop, Wiener Works, Lamberghini's Pizza, the Maryland Deli and Dough 'n Things, all located in the Stamp Union, the Gazebo Room, Mr. Take Out in Ellicott Dining Hall and South Hill Snack Bar in South Campus Dining Hall and the Terabac Dinner Theatre in Cambridge Dining Hall. All of these facilities are open to students, staff and guests on campus, spending cash or using D.S. Cash Cards.

Also, students who have meal plans may use these facilities in lieu of a meal in the regular dining halls; meal plan students using these cash facilities get a "cash equivalency" credit from their dining contract which is discounted from the amount of their purchases.

Dining Services operates a very diverse catering department. Services may be arranged for: students, student groups, campus staff, faculty and guests to meet your needs.

Students who are not on board and who are interested in taking advantage of the "all you can eat" meals can do so. To eat in Contract Dining Halls, just purchase a guest meal ticket or use your D.S. Cash Card. D.S. Cash Card service an automatic discount deducted from your purchase, plus the added value of specials for the D.S. Cash member. If you are looking for a way to stretch your food dollar without losing the freedom of choice, D.S. cash may be the answer.

For more information please call the D.S. Cash Office on 454-2906.

Terabac Dinner Theatre
Cambridge Community Center
454-3020 Manager on Premises

In April of '77, the Terabac Room was transformed for the first time into a dinner theatre.

The Terabac Dinner Theatre presents light-fare musicals and comedy productions such as *Cabaret*, *The Fantasticks*, and *On a Clear Day You Can See Forever*. The Terabac Dinner Theatre plays host to students, faculty, staff and their guests.

The directors and cast are chosen from the student population. Their fresh energy and talent bring an excitement to the Terabac stage that many have called pure "Pizzaz".

The Terabac Dinner theatre is looking forward to bringing you more of the best of both worlds, dining and entertainment — right on campus.

For ticket information please call 454-3020.

The Eatery

Stamp Union

If you're in the mood for a restaurant type atmosphere complete with waitresses, then head down to the ground level of the Stamp Union.

You'll find a cluster of shops that include:

- Roy Rogers
- Dory's Sweet Shop
- Weiner Works
- Lamberghini's Pizza
- Maryland Deli and Sandwich Shop

Around the corner you'll find What's Your Beef Restaurant. Its menu offers a wide variety and at very reasonable prices.

Right next door are three carry-out food services including Mexican, Italian, and a fulfillment of board requirements. The air-conditioned dining hall is beautiful, with a picturesque view of nature while you eat. One is able to go outside the glass doors and dine on the patio. The Dining Club provides a friendly atmosphere, a variety of kosher meals and good food. There are numerous board plans from which to choose. In addition, Hillel has a warm commuter lounge with sandwiches and beverage machines for those who are not members of the Dining Club. On special occasions, Wednesday evenings, Sabbaths and Jewish holidays, non-members of the Dining Club are welcome to make reservations to eat.

For reservations and information please call 422-6200.

The Union Shop

454-5928

The Union Shop is located in Room 0103 of the Stamp Union Building. At this shop, you can purchase candy, news and tobacco products and a wide variety of snack foods.

The Union Shop is open:

Mon.-Fri. 7:30 a.m.-7:15 p.m.
Sat. Noon-7:15 p.m.

Vending Machines

For those meals or snacks on the run, there are vending machines located all over the campus. Vending rooms in the Stamp Union, Francis Scott Key, Skinner, the Education building, Tydings, the Engineering Kiosk and the Armory provide everything you need from soup and sandwiches to dessert with a push-button convenience, including microwave ovens to warm up whatever you buy.

There are machines which offer light snacks, drinks and ice cream in Cole Field House and most dorms. The vending room in the Union stays open until the building closes, if you need a late night snack.

Breaking Away

Entering college is a new experience that contains exciting as well as threatening adventures. Going into a new collegiate setting is much like traveling in a foreign land. There is a different language to adapt to, new buildings to locate, computers to understand, and new friends and acquaintances to make. College is an exciting time, but it is also a time filled with major adjustments and some disappointments.

Now is the time for you as a student to begin to take responsibility for yourself and your college experience. It is important for you to find out about the many services and resources that Maryland has to offer. How do you start becoming a part of the University of Maryland community?

Obviously the first thing that you have to become interested in and do well in is your academics. In spite of the many outside activities that are available at Maryland, your academics are the most important reason that you are here. It is important for you to obtain good study skills and do well in your classes. The very first step in becoming a college student is to become involved with your classes, and learn to be an active participant in your education.

It is important to understand however, not all of your education takes place inside of the classroom. The learning that takes place outside of the classroom is very important to your total educational development. An important part of your college experience will come from involvement in your college community. Meeting students from different places, understanding and accepting value systems that are contrary to the values you believe in, becoming involved in development services and clubs can give you many skills that will help you become a better rounded individual. It is important for you to equip yourself with social skills, organizational skills, and a better understanding into the nature of human beings.

Welcome to the campus community. I'm glad that you have chosen UMCP!

Gerry Strumpf, *Director of Orientation*

Orientation Advisors: Jennifer Chorosiewski, Becky Ely, Ann Tatsios

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ seen an academic advisor ☐ registered your car ☐ paid your bill ☐ bought your books ☐ saved all scheduling, billing, and book receipts			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17 Last day of Summer Session II	18
19	20	21	22	23	24	25
26	27	28	29	30 Intramural football, One Pitch softball, tennis, badminton, volleyball, and soccer entries open	31	To report academic dishonesty dial 454-4746. Ask for the Campus Advocate.

September

Orientation Advisors: John Kennedy, Lorrie Miller, James Proctor

Making the Most of Lectures

Many students appear to believe that the reason for going to lectures is to take notes that can be studied and learned later, prior to the examination. Though notes are an important aid to remembering what went on in lecture, the primary reason for going to class ought to be learning. That is, you go to class to learn and you take notes to remind you of what you have learned! Do you listen to your instructor? Do you think about it? When you do, write it down, in as brief a form as you can.

When you take lecture notes, leave rather wide margins on the left and the right sides of the page. The topic of the lecture should have been noted at the top of the page when you took the notes. In the left-hand margin write the *keywords* from each line. In the right-hand margin write one or two sentences that summarize the material on the page, relating it to the topic of the lecture.

Your notes are now set up so that you can test yourself to see whether you really *know* the material in your notes or not. Instead of just "reading over your notes," cover the notes so that only the key words show. Now, do you know what that key word means? Do you know all of the material in your notes that relate to the key word? If not, uncover the notes and study the material you need to know. In essence, you just took a test on your knowledge of the material and you received feedback that said you did not know it as well as you say you should know it.

When should you review your notes? Practically any time, though reviewing within 24 to 48 hours of taking them is probably best. Perhaps the most beneficial time to review your notes is just before the next session of that same class. Think about that. Just before the next session of a class, review the notes from the previous session. You now remember that there *was* a previous class! You relearn that material as a 'warm-up', to connect the sessions together. You also get to find out that there is material in your notes that you do not understand. What better place to be than in class where your instructor can clarify the material for you.

Dr. John Van Brunt, *Director,*
Reading & Study Skills Lab

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
September is First Look Month		Checklist Have you: ☐ read your First Look brochure ☐ made out a budget for your time as well as money ☐ listened to WMUC Radio station ☐ considered the advantages of a car-pool ☐ considered the alternatives to walking alone across campus late at night ☐ taken care of your schedule adjustments ☐ taken a tour of Hornbake library				1 New Resident Orientation Labor Day
2	3 Labor Day	4 Freshman Student Convocation 3:30 P.M. First Day of Classes	5	6	7	8 Home Football Game-Syracuse
9	10	11 Intramural Swimming and Diving meet (thru 9/13)	12 Transpo Fall Craft Fair Health Assessment Fair	13 Fall Craft Fair Health Assessment Fair	14 Fall Craft Fair	15 Home Football Game-Vanderbilt
16	17	18	19	20 The Acting Company in "A New Way to Pay Old Debts", Tawes Theatre (thru 9/23)	21	22 Away Football Game-West Virginia
23 OMSE Unity Picnic 30	24	25	26	27 Rosh Hashanah	28	29 Home Football Game-Wake Forest

Budgeting Your Time

"I never have enough time!" Ever had that problem? many people do; salesmen, people in business, college professors, even college students. Sometimes it feels as though the harder we work, the further behind we fall.

Time management begins with the assumption that we *can* control time if we use a few fairly simple techniques. In the ABC Time Management System the first step is to find 5 or 10 minutes each day to plan. The next step in managing time is to make a list of all the things that we want to accomplish in a given amount of time (a semester, a week, or, perhaps best, a given day). After you list all the things you want, need or should do that day, prioritize the items on the list using "*a*" to designate the most important items, "*b*" to make the next most important, and "*c*" to indicate things that need to be done but that really aren't that important to you. When you finish prioritizing you should have identified the two or three most important things you want to do that day.

The next step is probably the hardest part of time management, get the items you marked "*a*" completed! When you have available time start working on those items you have marked "*b*". Suppose you only have fifteen minutes? It is better for you to complete a little bit of one of the top priorities than it is to complete two or three unimportant tasks. Some people call this technique "Work smarter, not harder". It is not the quantity of work you do, it is whether you completed the most important things you have to do.

A second time management technique is to schedule your time, allotting time for class, study, work, recreation, etc. Using this technique you first write in committed time such as classes. Then carefully decide on when is the best time for you to schedule other activities. You may decide that you can study two hours each weekday from 3-5, and on Sunday through Wednesday evenings from 7-10. At any given time all you need to do is check your schedule to see if you have committed that time or if it is free time.

Dr. John Van Brunt, *Director,*
Reading & Study Skills Lab

October

Orientation Advisors: Karen Connors, Martha Rhoades

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Intramural volleyball entries open Apply for GSL and PLUS loans for Spring 1984	2	3	4 PSA Convocation	5	6 Yom Kippur
7	8	9	10	11 Sukkot	12 Homecoming Parade	13 Home Football Game-N.C. State Homecoming events begin
14 Terrapin Trot	15	16	17	18 Sukkot	19 Sukkot	20
21	22	23	24	25	26	27 Away Football Game-Duke
28	29	30	31 Halloween			

Checklist

Have you:
- ☐ seen an advisor
- ☐ gotten the new Schedule of Classes
- ☐ gotten help in a course you're having trouble in
- ☐ dropped any courses you need to
- ☐ gone to a football game

November

Making the Most of Your Reading

For most students in most courses, *reading once is not enough!* Reading research seems to point out at least two points that are essential to long term comprehension of written materials that are unfamiliar to the reader: (1) the reader must read *most* of the words in order to understand and comprehend, and (2) the reader must *do something* with the ideas or concepts that he has read.

SURVEY—Before you begin reading, look the chapter over by reading the chapter title and introduction chapter. Read all of the headings, the graphs and the tables. Look at the pictures and read some of the captions under them. Look at the words that are underlined or in italics. Read the summary or concluding paragraphs. Your survey should have made you familiar with all of the major points or ideas that are contained in the chapter.

QUESTION—Now go back to the beginning of the chapter to start systematic reading. As you read each heading or subheading, turn the heading into a question. Since each heading suggests the central idea for the succeeding paragraphs, your question should help you focus your attention on the most important idea of that section.

READ—Now read to have your question(s) answered. As you read, you should be able to sift through all of the words to find the material that will answer your question(s). You should be able to determine the main idea of the section and, at the same time, recognize "important" details, examples or supports for the main idea. Underlining and/or notetaking should take place after you have read the section.

RECITE—Can you summarize or condense the important ideas of the selections? After completing your reading, can you answer the question you raised earlier?

The recite state can help you get feedback on how well you think you have mastered your reading material.

REVIEW—When you have completed your assignment, review the ideas you have just learned. If there are points that you have forgotten, you should need only a few minutes to locate them in the text and review them.

Dr. John Van Brunt, *Director,*
Reading & Study Skills Lab

Orientation Advisors: P.J. Walner, Mike Tiufekchiev, Carlos Acosta

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ investigated internship programs through your department or the Office of Experiential Learning ☐ been to the Reading and Study Skills Lab for ideas on efficient studying		☐ visited your professor during their office hours ☐ been to the Health Center for a cold pack ☐ investigated student clubs and organizations ☐ tried a meal in What's Your Beef Restaurant		1 Application due for study in Israel or London "Of Mice and Men", Tawes Theatre (thru 11/4)	2	3 Away Football Game-North Carolina
4	5	6	7	8 "Of Mice and Men", Tawes Theatre (thru 11/10)	9	10 Away Football Game-Miami of Florida
11	12	13	14	15	16	17 Home Football Game-Clemson Parent Day
18	19	20	21	22 Thanksgiving	23	24 Away Football Game-Virginia
25	26 Terrapin Tip-Off Classic begins	27	28	29	30	

Dealing with Stress

As a college student, there will be many demands placed upon you—by professors and coursework, by friends and family, and by you. STRESS is your body's physical and emotional reaction to these demands or pressures. You can't expect to eliminate stress from your college life; nor would you want to. Optimal levels of stress keep you alert and help you perform well. Stress is a sign that you are alive and well and meeting the challenges of campus life. It is only when stress becomes extreme or is never-ending or when you don't have the necessary coping skills that it becomes a problem by turning into DISTRESS.

There are many ways to cope with the pressures of being a student and to prevent yourself from becoming distressed. Some of these include:

1. Be prepared for activities or events in your life—be they academic or social. Letting things go until the last minute is a sure way to increase pressure beyond your tolerance point.
2. Take care of yourself *physically*. Get enough sleep, try to eat well and regularly, and get regular exercise. Your general physical condition is an important factor in determining how well you tolerate stress.
3. Take care of yourself *mentally*. Compliment yourself on your efforts and accomplishments. Avoid being overly critical of yourself. Much pressure is internally imposed by being too hard on yourself.
4. Schedule some type of relaxation into your daily routine. Relaxing, enjoyable activities help you unwind from the day's pressure and regroup for tomorrow's.
5. Don't be afraid to ask for help or seek support from friends. One of the best ways to alleviate stress is to spend time with people you like—talking over problems or just having a good time.
6. Finally, if you find yourself overwhelmed and distressed, seek help from one of the many campus resources available to you. The Counseling Center offers stress management workshops as well as counseling to help you better cope with pressure. The Reading and Study Skills Lab, your dormitory staff, and the faculty are all there to help you.

Dr. Kathy Zamostny, *Counseling Center*

Orientation Advisors: Cindy Parks, Michele Chang, Carol Anikis, Laurie Schoonhaven

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ read the *Diamondback* ☐ paid your parking tickets promptly ☐ visited the libraries ☐ checked out an exam to study by from the S.T.A.R. Center ☐ browsed around the University Book Center for Christmas or Hannakuh presents					To report academic dishonesty dial 454-4746. Ask for the Campus Advocate.	1
2	3	4	5	6	7	8
9	10	11	12	13	14 Last Day of Classes	15 Financial Aid applications available Finals Week Begins
16	17	18	19 Hanukkah	20	21 Commencement	22 Residence Halls close 7 p.m.
23 30	24 31	25 Christmas	26	27	28	29

Orientation Advisors: Joe Grimes, Lisa Fronczek, Carter Ferrington

Starting the Perfect Semester

This is a time of contradictions. New Year's resolutions may already be broken, but goals for the new semester are just being defined.

The problem is that these contradictions raise anxiety. We end up neither resolving the old nor moving ahead with the new. One of the most common causes is by the irrational beliefs we hold about goals. For example:

1. IF I DON'T SET HIGH GOALS, I'M CHEATING. How many times have you heard someone say "This semester I'm going to study four hours every day and all day Sunday." Or "I'm not going to argue with my roommate for the rest of the year." There's nothing wrong with challenging yourself to do better, but a reasonable goal doesn't demand perfection.

2. IF MY GOAL ISN'T BIG, I'M BABYING MYSELF. It may be more uplifting to say "I'm going to be a better human being," but it is more helpful to be specific and concrete: "This semester I'll try to be more assertive with my roommate about partying in the room late at night." After all, why should you expect yourself to achieve your life goals in one semester?

3. IF I DON'T MEET MY GOAL EXACTLY, I'VE FAILED. You've promised yourself to stick with your diet. But then there's this party with a pizza that's just oozing cheese—and you can't resist. Or you get a B on the paper you were sure would get you an A. It is natural to feel disappointed, but if secretly the feeling is dark despair, you've probably found a way to convince yourself that you are a complete failure and unworthy of regard because of your lapse.

What these beliefs have in common is the expectation that we be perfect. Look at how you feel about your hopes for the new semester. If you are more anxious and overwhelmed than hopeful you may have a problem. Ask yourself what will happen if you don't accomplish everything. Then ask yourself if it is true. For example, is it true that going off your diet means you are a failure? Is it true that your parents will literally kill you if you don't have a 4.0? These questions will help lessen the anxiety. Then it is easier to handle the disappointment, set more reasonable goals, and move on.

Anna Beth Payne, *Counselor, Trinity College*

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ seen an academic advisor ☐ paid your bill ☐ bought your books ☐ saved all receipts		1	2 Mail completed Financial Aid form	3	4	5
6	7	8	9	10	11	12
13	14	15 Martin Luther King Holiday	16	17	18	19
20	21 Intramural Basketball entries open	22 Residence Halls open 10 a.m.	23 First Day of Classes	24	25	26
27	28	29	30	31	☐ checked the second edition of the Schedule for any changes ☐ investigated Greek Life ☐ gone to a woman's basketball game ☐ adjusted your schedule ☐ Registered for Minority Student Job Fair	

February

Getting Involved

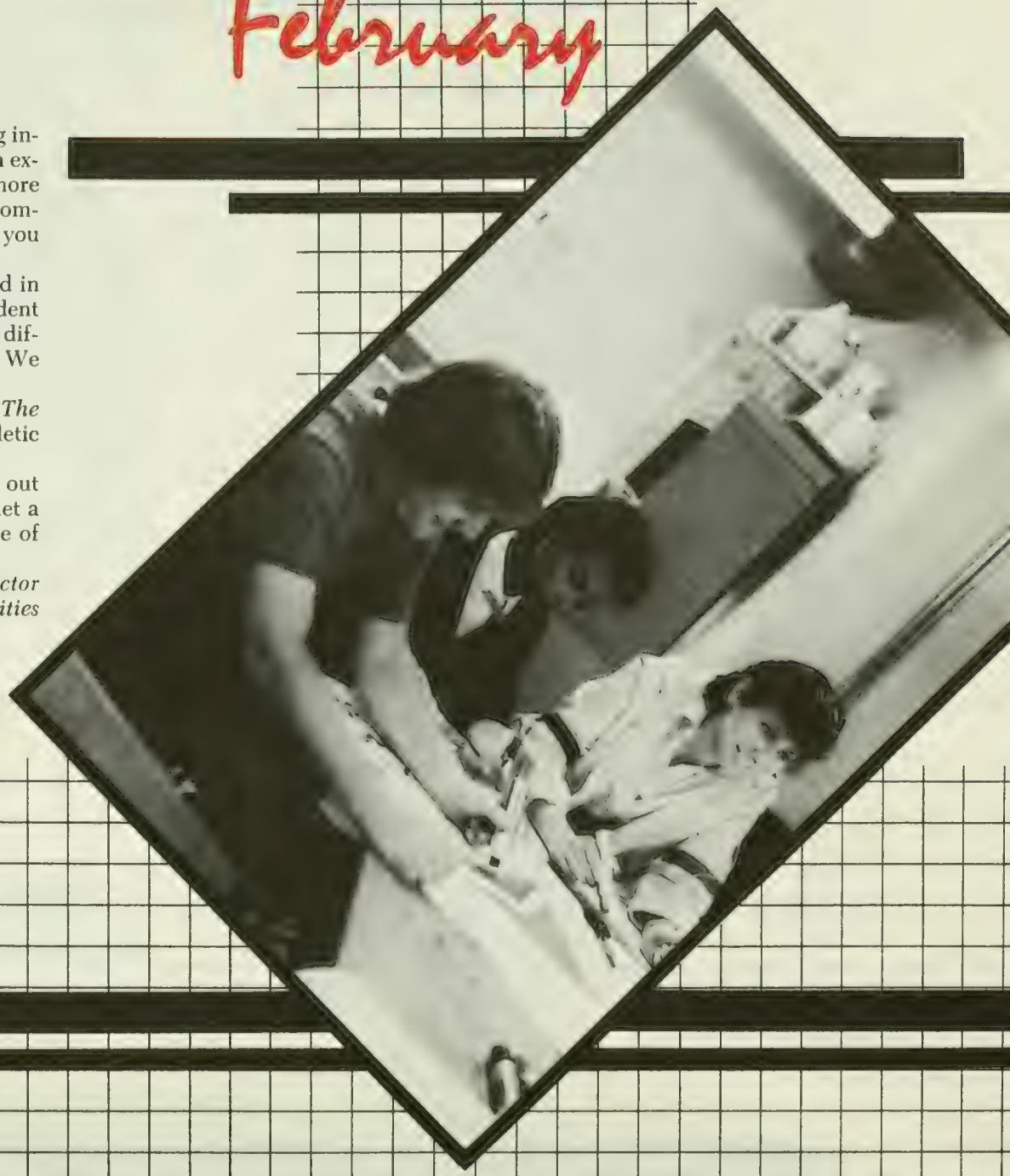
Most new students come to the University seeking ways of getting involved. You may know that involvement in out-of-class activities is an excellent way to make new friends, expand your interests and learn more about yourself and others. Yet as a new member of the campus community—with classes, friends and maybe a part-time job—how can you find out more about getting involved?

A good place to start is the Office of Campus Activities. Located in the Stamp Union, Campus Activities serves as a major resource for student groups. A *Directory of Registered Student Groups*, listing over 300 different groups and their contact persons, is available for the asking. We can also help you to start your own group and keep it going.

The office also publishes two free activities calendars—*The Wallhanger* and *All That Jazz*—which list cultural, social and athletic events on campus. Stop by anytime and pick one up.

Whether you're interested in contacting the Ski Club, finding out about concerts and plays, or starting your own student group, don't let a lack of know-how keep you from getting started. Stop by the Office of Campus Activities. We'll be glad to help!

Diana R. Jackson, *Assistant Director*
Office of Campus Activities



Orientation Advisors: Bob Strelser, Lillie Long, Carrie Walters

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ visited the Craft Center ☐ seen a movie at Hoff Theater ☐ challenged your roommate in billiards					1	2
3	4 Intramural racquetball, handball, squash, and foul shooting entries open	5	6	7	8	9
10	11	12	13	14	15 Priority deadline for 1984-85 Financial Aid	16
17	18	19	20	21	22	23
24	25 Intramural softball entries open	26	27	28 "The Knight of the Burning Pestle", Tawes Theatre	☐ called TEL-UM for some information ☐ stayed on top of your studies ☐ filled out Financial Aid forms for next year	

March

Choosing a Major

If you are Undecided about your major, others are probably telling you to hurry up and decide because all sorts of bad things will happen to you if you don't. Well, it happens that the evidence says it isn't so.

A study of freshmen entering the university in the Fall 1974 semester found that students who were Undecided about their major were not very different from students who were Decided in terms of SAT scores, GPA, and drop out rate.

So you see, there is nothing wrong with you if you are Undecided about your major.

Like many students, you may be finding that choosing a major is a difficult process. At College Park there are so many departments to look into that finally choosing one major that suits your needs and interests will probably take a lot of time. Unfortunately, some students take more time than is really necessary to make their choice, mostly because they wait for "inspiration" to strike or for something to "interest" them. You can make your decision in a shorter time and can feel more comfortable with your choice if you'll follow some of the advice offered here.

Choosing a major involves learning about yourself. Think about the kinds of things that interest you in school and out of school. Do you enjoy working with your hands, with numbers, with ideas, with people? What do you value in life? Is it important to you to earn a lot of money? Do you value creativity, close personal relationships, job security, working independently? Consider your abilities—what do you do well? What subjects have you excelled in? Do you have mechanical, writing, analytical, physical skills?

All of these—interests, values, needs and abilities—give you valuable information about yourself when you're trying to choose a major. The point is: Consider what you do well, which means that it's probably something you feel comfortable doing—then look to see if you can tie that interest and ability to some major being offered here.

Text contributed by:
Dr. Janet Lynn Cornfeld,
Counseling Center and
Dr. Joseph Metz, *Assistant Dean,*
Undergraduate Studies

Orientation Advisors: Gardnel Dyson, (with career counselor), Jan Desper, Jeannie Boone

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ been to a resume writing workshop ☐ signed up for the Minority Job Fair ☐ signed up for a course at Free University ☐ browsed through the career library		☐ signed up for summer job interviews ☐ picked up and returned registration materials ☐ dropped any necessary classes ☐ signed up for summer school housing			1 "The Knight of the Burning Pestle", Tawes Theatre (thru 3/3)	2
3	4	5	6	7 "The Knight of the Burning Pestle", Tawes Theatre (thru 3/9)	8	9 Applications due for Md. State Scholarship
10	11	12	13	14	15 Residence Halls close 7 p.m. (except Leonardtown)	16
17	18 Spring Break thru 3/24	19	20	21	22	23
24 Residence Halls open 10 a.m. 31	25 Intramural wrestling and tennis entries open	26	27	28	29	30

It's Not Only What You *Know*, But What You Do

Go to college, study a little. . .or a lot, have some fun, get a job. . .is a typical way to view a college education. If only it were that simple! Some of the best and brightest college students can merrily waltz through their college years and wind up with a great job after graduation. Most of us, however, do well to give some thought and planning to our college years.

Often, there is a tendency to make college major career decisions based on "Where the jobs appear to be." Nothing could be further from the truth. Answering hard questions such as "What to major in" and "What careers are best for me" requires serious thinking. . .and work.

Identifying, examining, exploring your interests (what you like). . .your skills (what you do well). . .and your values (what you care about) is the first step to making sound decisions. Talking with counselors in the Career Development Center, Counseling Center or the Undergraduate Advising Center can be a good start. Reading about careers, talking to faculty about majors and careers and actually experiencing a career through part-time or summer jobs. . .or through an internship with the Office of Experiential Learning Programs are also major tasks in career planning. It's important to make contact with these offices early in your college years—don't wait until it's too late or get so involved in other aspects of college that you're one of the many who graduate and say, "I never knew about the opportunity."

On a campus the size of College Park, it's easy to lose yourself in the crowd. It takes awareness and assertiveness to meet your professors and your T.A.'s. Get to know them. Teachers and staff at UMCP can help you make better decisions, contact the best people, write important letters of recommendation, help make job contacts, assist in special class projects that can result in a marketable experience or just a lot of fun, and advise you in putting together college courses and opportunities. . .just to name a few benefits.

Dr. Thomas Bachhuber, *Director,*
Career Development Center

Orientation Advisors: Jim Huber, Kim Degatina

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
To report academic dishonesty dial 454-4746. Ask for the Campus Advocate.	1	2 Intramural Wrestling Tournament	3	4	5	6 Passover
7 Easter Passover	8	9	10	11	12 Passover	13 Passover
14	15	16	17	18	19	20
21	22 Intramural track and field entries open	23	24	25 "Cabaret", Tawes Theatre (thru 4/28)	26	27
28	29	30				

Checklist

Have you:
- ☐ gotten involved in intramurals
- ☐ visited the North Gym
- ☐ gotten an ice cream cone from the Dairy
- ☐ recontracted for housing
- ☐ visited Tawes or the art gallery

Facing Changing Values

The next four years of college will be some of the most stimulating and challenging of your life. You will be exposed to new ideas, different people, alternative life styles and opposing belief systems—all of which can be very exciting. But it can also be somewhat scary.

For along with these new experiences comes a questioning of yourself, your values, and beliefs about the world. There will be times when you feel confused and anxious about this new information—times when you question who you are and what you believe.

In the face of this confusion, keep in mind that you do have choices. Sometimes your confusion and questioning will lead you to modify your existing beliefs and values while other times you will become more committed to them. Also remember that being in a state of confusion and questioning about yourself and your values is okay. After all, questioning is the first stage of learning; it is the first step to becoming a better person.

Finally, if you find it difficult to sort through this new information and where you stand, don't be afraid to ask for help. Many of the people around you are going through or have gone through similar experiences. Talking to friends, professors, residence hall staff, counseling center staff, or others in the campus community can give you a sense of perspective, make you feel better, and help you realize that you're not alone.

Dr. Kathy Zamostny,
Counseling Center

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Checklist Have you: ☐ studied for finals ☐ made your room ready for dorm check-out ☐ celebrated the fact that you made it through the year			1 Study Abroad application due	2 "Cabaret" Tawes Theatre (thru 5/4)	3	4
5	6	7	8	9	10	11
12	13	14 Last Day of Classes	15 Finals Week Begins	16 OMSE Graduating Seniors Banquet	17	18
19	20	21	22 Residence Halls Close (undergrads)	23 Commencement	24	25
26 Shavuoth	27 Shavuoth	28	29	30	31	☐ prepared yourself to have a great relaxing summer ☐ registered for summer school

June

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Apply for GSL and PLUS loans for Fall 1985
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25	26	27	28	29

July

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6 Last day of Summer Session I
7	8	9	10 First day of Summer Session II	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

With You in Mind

and skills? Undecided about a major or possible careers to pursue? Or maybe you need to learn how to write a resume. . .or develop an assertive job hunting approach. Or maybe you just want to find out more about building a college education that's satisfying, fun and MARKETABLE.

The Career Development Center (CDC), located in the Hornbake Undergraduate Library, has people and programs that can help confused and undecided students attain a satisfying educational or career direction.

For example, the CDC offers a one credit course which facilitates self and career exploration. EDCP 108D is designed for freshmen and sophomores as well as any other students who are just beginning their career planning.

The Career Library is one of the CDC's greatest assets containing a vast amount of material on career planning, occupations, graduate schools, potential employers and job vacancies. The atmosphere allows casual browsing as well as intensive research and undergraduate student advisors provide personal assistance.

The CDC has career counselors to help with decisions and concerns of students. Counselors are available to see students on a *walk-in* basis in the Center's Career Library. Monday-Thursday, 9:00-3:30 p.m. You are encourage to stop by.

A wide variety of group programs are offered on topics such as choosing a major, interviewing, and summer job searching. Most of these programs are available on videotape in the Non-Print Media Center, Hornbake Library. Students who are within two semesters of graduation can

Books, Supplies and Gifts

University Book Center
454-3222

The official campus bookstore is located on the lower level of the Adele H. Stamp Union. The store carries new and used textbooks and supplies for all University courses. The mall shops feature Terrapin Shop (UM clothing), Nike shoes, health and beauty aids, convenience foods, greeting cards, gifts, posters, paperback books, photo processing, engineering, art and architecture supplies. The store has a computer shop that carries hardware, software, reference books and magazines. The book department buys back textbooks daily. The mall also features books at large discounts. The store runs monthly sales throughout the school year.

Regular hours are Monday-Thursday 8:30 a.m.-7:30 p.m., Friday 8:30 a.m.-4:30 p.m., Saturday 10:00 a.m.-5:00 p.m., Sunday 12:00 noon-5:00 p.m., with special hours during registration. Visa, Mastercharge and personal checks with proper I.D. are accepted.

Campus Photo Service

Annapolis Hall
454-3911

The Campus Photo Service, one of the best kept secrets on campus, is well worth knowing about.

Located on the ground floor of Annapolis Hall, the Campus Photo Service is available to accommodate every photographic need or special request in the book.

They offer Kodak color processing and printing with a 24 to 48 hour service for color slides. Polaroid, Kodak color and B&W film can also be purchased at discount prices.

Film and processing aren't all they provide. Their services include: custom B&W processing and printing, color and B&W studio photography, instant color passport photo's, copy slides and prints, color slide duplication, PMT prints, and on location photography. You might also want to take advantage of their photo mounting and framing to give your photo that custom look.

Also available to students and staff is the University's negative and slide archive containing a selection of over 100,000 campus scenes and events; plus, the best UM athletic game and individual shots to be found.

The congenial people at Campus Photo Service want you to know that if you have a photographic problem or a question about equipment, there are several photographers willing to help you out.

The qualified staff of the Campus Photo Service is on duty 8:30 a.m. - 4:30 p.m. to give personalized attention to your every request.

Career Development Center

3121 Hornbake Undergraduate Library
454-2813

Need assistance in identifying your interests

participate in the On-Campus Recruiting Program which is conducted throughout the year to give students the opportunity for direct contact and interviews with prospective employers and graduate school representatives.

The CDC can be extremely helpful for students at any point in their college career. Don't wait until your senior year to begin thinking about your future. Start now! Career planning is an important part of your total education at the University of Maryland.

Commuter Affairs

Office of Commuter Affairs
1195 Stamp Union
454-5275

For complete information, see "Transportation and Security."

Counseling Center

Shoemaker Building
Monday-Thursday 8:30 a.m.-9:00 p.m.
Friday 8:30 a.m.-4:30 p.m.

The Counseling Center offers a variety of programs all of which are designed to help you make full use of your potential while at the University.

Available in the reception lobby are occupational and educational information as well as tape recorded conversations with academic department chairpersons about majoring in their departments. The Counseling Center includes the five divisions listed below. Brochures describing these programs are available in the Center. Records kept as part of providing counseling services are confidential and not part of the University's educational records. Counseling Center offices are located in Shoemaker Building.

Counseling Service:

The psychologists at the Center provide professional counseling (individual and group) to deal with depression, anxiety, loneliness or other problems common to students. They also offer many special counseling workshops on such diverse topics as assertiveness, self esteem, human sexuality, reducing smoking and stress management. Students who need to decide a major or a future career are given an opportunity to investigate their interests, abilities and aspirations through individual or group sessions. Telephone 454-2931.

Reading and Study Skills Lab:

Educational specialists provide individual and group work for improving academic skills. Workshops offered by this unit cover such topics as study skills, time management and exam anxiety. Telephone: 454-2935.

The Lab offers training in effective reading and writing skills, note taking listening and exam preparation. Most courses are preprogrammed so that you can take them at your own pace and fit them into your schedule. Even if you don't have learning problems the RSSL can help you improve your skills. Seniors planning on graduate or professional school will also find these services valuable. The Lab offers two courses: EDCP 108R for Returning Students and EDCP 108B Reading and Study Skills. See the course schedule for more information. Telephone: 454-2935.

Disabled Student Services:

Professionals in this office provide services for disabled students including general campus information, assistance in locating interpreters, readers for the blind and access guides to various buildings and facilities on campus. Telephone: 454-5028 (and TTY 454-5029).

Experiential Learning Programs

0119 Hornbake Library
454-4767

Deciding on a major, choosing a career, testing your skills, getting practical experience before graduation. . .These are just a few of the reasons to select an internship, volunteer position, or cooperative education placement through the Experimential Learning Programs office.

The unique cooperative education program gives you an opportunity to integrate full-time paid work experience into your academic program. The possibility of a permanent job offer after graduation is an added benefit. Part-time internships provide academic credit and sometimes pay. Volunteering is an additional way you can gain experience in your major field while serving the community.

You can choose your co-op, internship, or volunteer position from over 1000 business, nonprofit, or government sites in the Washington area willing to give students the opportunity to learn by doing. The job experience, confidence, and contacts you gain will be invaluable after graduation, as you show that your "textbook" knowledge has been put to practical use.

Health Services

The University Health Center is located on Campus Drive directly across from the Student Union. The Health Center is open 24 hours a day, seven days a week. Hours vary during semester breaks and holidays. You can be seen at the Health Center by appointment, Monday through Friday, 8:00 a.m.-5:00 p.m., or at any time on a walk-in basis. If you do not need immediate treatment, but want to assure prompt attention, the Health Center suggests you make an appointment.

For more information concerning any of the programs and services provided by the Health Center call:

Appointments	454-4923
Acne Clinic	454-4923
Allergy/Immunization	454-4923
CPR Training Center	445-6513
Dental Clinic	454-4923
Director's Office	454-4928
Environmental Health	454-6019
Health Education	454-4922
Information	454-3444
Insurance	454-6750
Laboratory	454-3446
Resource Center	454-6509
Medical Records	454-3444
Men's Clinic	454-4923
Mental Health Services	454-4925
Nutritionist	454-4923
Occupational Health	454-6020
Personnel	454-6517
Pharmacy	454-6439
Social Service	454-6752
Student Advisory Board	454-6516
Women's Health Clinic	
Appointments	454-4923
Information	454-4921
Workmen's Compensation	454-6020
X-Ray	454-6520
CAMPUS POLICE EMERGENCY	454-3333

Help Center/Crisis Center

454-HELP
656-9161 (Community Crisis Center)

If you're feeling emotionally stressed, or if you simply want to talk to someone who wants to listen, there are several on-and-off services on campus to help you:

The HELP Center, located behind Montgomery Hall, near Hungry Herman's, has a volunteer staff trained in peer counseling, crisis intervention, and in many other interpersonal skills.

Testing, Research and Data Processing:

National testing programs such as the CLEP, GRE and Miller Analogies are administered through this office as well as testing for counseling purposes. In addition, the staff members produce a wide variety of research reports on characteristics of students and the campus environment. Telephone: 454-3126.

Parent Consultation and Child Evaluation:

Professionals provide consultation, testing and counseling for youngsters ages 5-14 and families. Telephone: 454-7203.

Disabled Student Service

0126 Shoemaker Building
454-5028 (voice)
454-5029 (TDD)

The fundamental mission of the Disabled Student Service is to help insure that each disabled student has an equal opportunity to participate fully in the total educational experience.

Among the array of services provided are general campus information, interpreters for the deaf, readers for the blind, administration of classroom exams, counseling, access guides to various buildings and facilities on campus, and access to special equipment such as Braillers, Visual-Tek, TDD's, Talking Calculator, and Kurzweil Reading Machine.

Any currently registered student who has paid the health fee is eligible for care. The health fee is included in your university bill and covers routine health care costs for the semester. However, there are additional charges for special services, such as X-ray, laboratory tests, dental treatment, allergy injections, casts, and medication dispensed through the pharmacy.

The Health Center provides the following health care services:

- general medical
- skin care clinic
- allergy clinic
- sports medicine clinic
- men's clinic
- women's health clinic
- laboratory
- X-ray
- pharmacy
- physical therapy clinic
- dental clinic
- nutrition counseling
- health education: information sessions resource materials
- social services

Mental health services are also available at the Health Center. Psychiatrists and a psychiatric nurse provide confidential consultation at no additional charge.

All care and treatment are absolutely confidential. Access to medical records is limited to authorized Health Center personnel, unless you provide written consent for release of information.

A student advisory board meets with the Director of the Health Center to advise on program planning. The Board also resolves complaints received through the suggestion box located in the lobby of the Health Center.

The Health Center does not routinely provide services for students' dependents (spouse, children). If your dependent needs medical care, the Health Center provides a referral for services in the Washington, D.C. area.

It is strongly recommended that you maintain some type of health insurance coverage. If you do not have health insurance there is a policy available through the Health Center which covers major medical expenses, including a large portion of hospital costs. You may also insure your eligible dependents: spouse and unmarried children under the age of 19 who are not self-supporting and reside with the insured student. Contact the insurance clerk at the Health Center for further information.

Services offered include Information and referral service; free, confidential pregnancy testing; a referral for drug analysis; an outreach program for emergency calls (such as rape, suicide, assault or drug overdose); and a TTY line on 454-4167. The Help Center also leads awareness groups in areas of student concern such as sexual assault, academic pressures, and interpersonal relationships.

Call 454-HELP, Sunday through Friday (noon-midnight). Walk-in service is also available between noon-midnight. Some shifts extend beyond the times listed.

Another service on campus is the Women's Crisis Center. Volunteers staff the hotline every day from 10:00 a.m. to 10:00 p.m. The hotline provides legal, medical and supportive assistance to victims of rape and assault. Volunteers are prepared to answer questions on birth control pregnancy, abortion, veneral disease and other women's concerns.

Off-campus services include the Montgomery County Hotline (949-6603) and the Prince George's County Hotline (577-4866).

Walk-in counseling is available at the Community Crisis Center, located at 4910 Auburn Avenue, Bethesda, Maryland. You can call 656-9161.

Human Relations Office

Main Office: 454-4124
1114 Main Administration Building

Branch Office: 454-4707
1107 Hornbake Library

The UMCP Human Relations Office (HRO) sponsors a variety of activities and special events designed to nurture healthier relationships and to promote greater interpersonal and intercultural understanding among the diverse campus populations. The programs sponsored by HRO feature themes that appeal to the whole range of campus groups — from students to administrators.

The HRO administers the Human Relations Code, the campus legal document which sets forth the process for dealing with complaints of

discrimination on the basis of race, color, creed, sex, marital status, personal appearance, age, national origin, political affiliation, mental or physical handicap, and the exercise of the right to assemble peacefully and freedom of speech (including the expression of sexual preference). Anyone wishing to discuss or file a complaint should contact the Campus Compliance Officer (454-4707) or one of the Equity Officers located in each academic division.

Information

Campus Information Center 454-3311
Stamp Union Information Desk 454-2801
Campus Directory 454-3311
S.T.A.R. Center Academic and Tutor Information
454-4948
24-hour Intramural and Recreation Facilities Information
454-5454
Hoff Movie Line 454-2594

International Education Service

2115 North Administration Building
454-3043

The Office of International Education Services welcomes international students as well as students with an international perspective. International Education Services provides international students, nonimmigrant and immigrant, with support services while they pursue their academic programs at the University of Maryland. Services for international students such as advising in academic concerns, counseling in personal matters, and assisting with immigration procedures are provided. Orientation programs specifically designed for international

Another component of the Office of Minority Student Education is the NYUMBURU COMMUNITY CENTER. The Nyumburu (Swahili word meaning "freedom house") Center functions throughout the year to present a wide range of cultural events through a variety of art forms and the humanities. In addition to these activities Nyumburu Center serves as the sponsor of several student clubs and activities.

Post Offices

Signed, sealed and sitting on your desk because you can't figure out how to deliver it? Read on. Campus mail doesn't require a stamp. Just drop it in the campus mailboxes located in the Stamp Union information desk. Don't put campus mail in standard U.S. mailboxes.

A battery of machines in the lobby above the University Book Center of the Stamp Union can supply you with stamps, post cards, and other postal paraphernalia. You can even weigh packages. It's all self-service, so it's open whenever the Stamp Union is open.

If the machines won't suffice, try the University Post Office in the Post Office & Custodial Building, Building 093, (454-3955).

U.S. mailboxes are located at:
The Adult Education Center
Stamp Union
North Administration

Off-Campus Post Offices include:
4815 Calvert Road
College Park, MD
436-6092

9591 Baltimore Avenue
College Park, MD
344-2375

Presidential Building
6525 Belcrest Road
Hyattsville, MD
436-6085

Religious Services

Most religious services on campus are held in the Chapel, located on the corner of Chapel Drive and Regents Drive. It houses three chapels. One of these is always open for prayer or meditation from 7:00 a.m. until 6:00 p.m. The Chapel may be reserved for weddings and other religious events through the Chapel Reservations Office, telephone 454-4409.

students are present each semester for the newly arrived international students. These programs include sessions to facilitate adjustment to the educational environment at the University of Maryland and to the cultural life in the United States.

Foreign/international applicants to the University of Maryland are processed through the Office of International Education Services. Assessments of foreign academic credentials, English proficiency, financial and visa status are included in these evaluations.

For those students who are interested in enriching their academic program as well as their personal development, study abroad opportunities are available. Information concerning study abroad opportunities is available in the Office of International Education Services. For more information see Study Abroad Information.

Minority Student Services

Office of Minority Student Education
1101 Horbake Library
454-4901

The Office of Minority Student Education (OMSE) exists to enhance the personal and social development and academic success of minority students. Our mission is to work together with other resources on campus to provide support services for minority students throughout their college career at the University of Maryland.

Throughout the year OMSE implements several key programs that have as their objective, enhancing the recruitment, retention, and graduation of minority students at UMCP. Some of the programs, which constitute a supplemental support system, are the Personal/Social/Academic (PSA) Program, Tutorial Program, Job Fair, and Minority Pre-Professional Academic Societies Program.

Printing Services

Maryland Media
3144 Main Dining Hall
454-4179

Maryland Media offers typesetting, layout, copy camera and printing services to all University of Maryland students and organizations. They use an offset printing process and are available for large orders as well as small. Open Mon.-Fri. 9:30-4:30.

University Printing
Located behind Fire Station
454-3128

University Press offers a wide array of printing services. It's operation ranges everywhere from typesetting to binding and cold and hot type. Organizations will find them useful for such necessities as letterheads and posters. Quick copy service is available.

Record Co-op

454-5855

The Record Co-op, located on the ground floor of the Stamp Union, offers great music at the lowest prices in town.

If your taste runs from classical to new wave, or anything in between, the Co-op usually has what you're looking for.

Besides albums, the Record Co-op offers prerecorded and blank tapes, video tapes, stereo accessories, and other 'music' related goods.

Record Co-op Hours:

Sunday	12:30-5:00 p.m.
Mon.-Thurs.	9:30-9:00 p.m.
Friday	9:30-8:00 p.m.
Saturday	10:30-5:30 p.m.

Religious Services

Chapel Staff:

Baptist
Gerald Buckner, Chaplain
Room 1101, Chapel
454-4604

Black Ministries Program
H. Michael Lemmons
Room 2120, Chapel
454-5748, 454-5255

Christian Science
Carolyn Price
Room 1112, Chapel Study Room
779-4929

Church of Christ
John Brush, Chaplain
Room 2128, Chapel
454-5135

Church of Latter Day Saints
Richard Lambert, Director
College Park LDS Institute of Religion
7601 Mowatt Lane
422-7570

Episcopal
Wofford Smith, Chaplain
Thomas Engram, Adjunct Chaplain
Room 2116, Chapel
454-2347

Hare Krishna
Nagaraja-das
Room 1120, Chapel
454-5123

Jewish
Rabbi Robert Saks, Chaplain
Jewish Student Center
7612 Mowatt Lane
422-6200

Lutheran
Beth Platz, Chaplain
Room 2103, Chapel
454-3317

Roman Catholic
William Kane, Chaplain
Robert Keffer, Assistant
Catholic Student Center
Knox and Guilford Roads
864-6223

United Campus Ministry
(UCM is supported by Church of the Brethren, Diciples of Christ, United Presbyterian, United Church of Christ and United Methodist.)
Rob Burdette, Chaplain
Dorothy Franklin, Chaplain
Room 2101, Chapel
454-2348

Services:

Baptist
2146 Student Union
Wed.-12 noon Luncheon

Christian Science
Chapel Lounge
Thursday 6-7 p.m.

Episcopal
West Chapel
Sun.-10:00 a.m.- Holy Communion
Wed.-12 noon - Holy Communion
Fri.-12 noon - Holy Communion

Jewish
Hillel House, 7505 Yale Ave.
Mon.-Fri.-6:45 a.m. Worship
Fri.-6:30 p.m. Orthodox Service
Fri.-6:30 p.m. Conservative Service
Sa.-9:30 a.m. Worship

Lutheran
West Chapel
Wed.-12:30 - Holy Communion
Hope Church and Student Center
Knox and Guilford Rds. (opp. Lot 3)
Sun.-8:30 a.m. - Holy Communion
Sun.-11:00 a.m. Holy Communion

Main Chapel
Sun.-11:00 a.m.
Holy Communion - 1st Sun. of month

Telephones

Campus Phones

All phone numbers on campus begin with the prefix 454, with the last four digits corresponding to a particular connection. Campus phones are free and the 454 prefix can be omitted when dialing on campus. Campus phones are black and can be found in all residence halls and in public buildings such as the libraries and Stamp Union.

Off-Campus Phones

To place a call off the College Park Campus you must use a pay phone. You cannot make an off-campus call or accept collect phone calls on a campus phone, nor can the campus operator connect you with an off-campus operator.

Student Legal Aid Office

1219 Stamp Union
454-2847

The Student Legal Aid Office was established by the Student Government Assocation for the purpose of providing free legal services for students. The office provides advice for students with legal problems originating on- or off-campus.

The office can represent students charged with University misconduct or academic dishonesty. Also, an attorney, a paralegal, and eight student legal interns are available for consultation for any type of legal problem a student may have: landlord-tenant, consumer, criminal, traffic, and University.

The office is open Monday through Friday, 10:00 a.m.-4:00 p.m. Come in person—bring appropriate documents.

Fraternity and Sorority Booklets

These are compiled to give information on rush procedures and the overall lifestyle of those students in the Greek system.

In addition, each chapter has a number of in-house publications that explain in greater detail the services they provide to their members, University students, and the community.

Prelude

This booklet, designed for prospective students, gives an overview of the University and what it has to offer. Copies are available from the Admissions Office on the ground floor of North Administration.

Another View

A brochure which gives a minority perspective of the University. Copies are available in the Admissions Office, ground floor of North Administration.

Major newspapers

Washington is the home of a major newspaper. *The Washington Post.*

Copies of the *New York Times* and the *Baltimore Sun* are available too. If you want to read them for free, the libraries carry copies in their periodicals rooms while the Union Shop in the Stamp Union sells copies at street vendor prices.

The Schedule of Classes

While the catalogue describes courses, the Schedule of Classes tells you times, places, and professors and important dates to remember.

Two editions of the Schedule appear each semester—one during preregistration and the other comes out a few days before classes begin. It's wise to pick up a copy of both.

The Diamondback

An independent student newspaper focusing on campus news, the *Diamondback* can be found in the lobbies of major buildings every weekday—free of charge!

Roman Catholic
Catholic Student Center (Newman)
Knox & Gilford Rd. (opp. Lot 3)
Sat.-6:00 p.m. Mass
Sun.-10:00 a.m. Mass
West Chapel
Sun.-11:30 a.m. & 12:30 p.m. Mass
Mon.-Fri.-5:00 p.m. Mass
Main Chapel
Mon.-Fri.-12 noon Mass
Blessed Sacrament Chapel, Room 1116
Confessions - Mon. thru Fri.
11:15 a.m.-11:45 a.m.
(On Holy Days, Mass is celebrated in the Main Chapel at 11:00 a.m. and 12:00 noon, and at 4:00 p.m. and 5:00 p.m.)

Returning Students Program

454-2935

This office, as part of the Reading and Study Skills Lab, coordinates support services for the returning student. A returning student is anyone 25 years or older and beginning, or coming back to school after a break in their formal education. Returning students typically have different needs than students in the traditional 18-22 year old age bracket and the Returning Student Program was created to meet these needs. The program sponsors a one credit course, EDCP 108R, which highlights study skills and provides an opportunity to discuss issues and compare experiences with other returning students. Other services include *Second Wind*, a resource handbook for returning students, a series of free workshops, individual counseling and an information and referral service for all returning students.

Those interested should stop by the office, located on the second floor of Shoemaker Hall, or call 454-2935.

Study Abroad Information

Office of International Education Services
2115 North Administration Building
454-3043

You can study in Europe, Africa, Latin America, almost any place in the world. Study Abroad is an exciting educational experience that is available to students in most majors. Students can study in foreign universities, select an internship or attend programs specially designed for students who want to study abroad. Academic credit can be arranged for many of these programs. The Study Abroad Office provides information and advisement about all these opportunities.

The office also assists students interested in work and travel abroad. International Student I.D. Cards, Youth Hostel Cards and Eurailpasses are issued.

The University of Maryland runs study abroad programs in London, Israel, and Germany.

University Publications

The Undergraduate Catalog

This catalog contains almost everything you ever wanted to know about the University of Maryland. And even some of the things you didn't want to know.

The Undergraduate Catalog contains course descriptions, major requirements, and all the General University Requirements you need to know.

Copies are available in the University Book Center, and you must show an I.D. to get one free. Otherwise there is a two dollar charge.

The Black Explosion

A newspaper published twice a month, the *Black Explosion* focuses on the activities of the University's black students. It also covers national and international events of interest to the black community and should be read by all students.

The Second Wind

A publication of the Returning Students Program that lists a variety of campus resources available to returning students is the *Second Wind*. Copies are available at the office of Admissions and the Counseling Center's Reading and Study Skills Lab located on the second floor of Shoemaker Building or just call X2935.

The Terrapin

Since 1901, the *Terrapin* yearbook has captured what students at the University of Maryland, College Park, are seeing, doing and thinking. One of five independent Maryland Media Inc. publications, it is a colorful, hardbound picture book created annually for students, by students, about students.

Watch for ads in the *Diamondback* for information about ordering the *Terrapin*.

The book comes out in April and can be picked up in Room 3101 of the South Campus Dining Hall.

University Referral Center

1122 Stamp Union Lobby
454-4630

The University of Maryland's College Park campus is large, complex, and often confusing. Various services and procedures exist for handling problems, but often individuals (students, faculty, and staff) do not know where to begin. This Center provides information and referral for campus service-related inquiries and concerns. Hours of operation are 9 a.m.-4 p.m., Monday through Friday.

Veterans Affairs Office

1108 North Administration Building
454-3430

The Veterans Affairs Office is open Monday-Friday from 8:30 a.m. to 4:30 p.m. to assist veterans, dependents and active duty personnel with their VA Education Benefits.

Eligible persons who wish to be certified for benefits should call or report in person to this office when they have completed registration each semester.

UMAPS Show you the Way Around Campus

UMaps and You

Would you like to. . .

- find the right major for you
- meet other students who share your interests
- explore some potential careers
- get involved in some activities that really interest you
- get some career-related work experience
- take some interesting course?

. . .then UMaps are for you! Here's how to use them:

Look over the ARE YOU - CAN YOU - LIKE TO section on the upper left of each of the 6 UMaps. Select the ones that sound most like you. Or. . .spend a few minutes at the Stamp Union party. The UMaps you have selected list areas of study, organizations, and activities which should reflect your interests.

Here are a few situations in which students have found UMaps to be helpful:

#1 "I'm totally overwhelmed by the size of this place; I just can't take it all in."

The sheer size of the campus and the numbers of options are bewildering to many students. UMaps can reduce the confusion because they organize the campus according to areas of interest. Look over the listings on the UMaps you have selected. By starting with these, you can get to feel comfortable quickly because you are apt to meet other students who share your interests.

#2 "I have no idea what to major in."

Look over the areas of study listed on each UMap you have selected. You'll find that some of them overlap: this may be a good starting point for you. Why not take a course or two in some of those departments to see which appeal to you?

#3 "I don't know what I want to do when I graduate."

It is important that you begin career exploration early, at the same time you choose courses and extracurricular activities. Each UMap lists career possibilities which you can investigate as you look at internship, volunteer, and part-time job opportunities that relate to your interests.

#4 "I just want to get through and get a job."

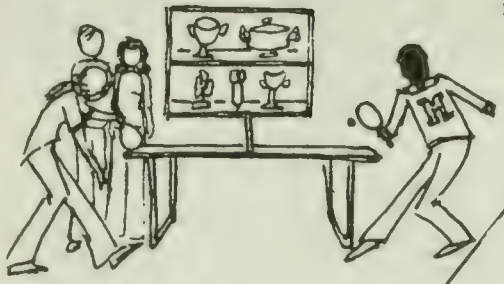
Taking a "tunnel vision" attitude makes it more difficult to enter the job market. It's wise to get a variety of experiences while you're here which will enhance the value of your degree. UMaps list organizations, activities, internships, volunteer and co-op placements, and part-time job options, along with the campus resources available to help you locate them.

#5 "I don't know what courses to take."

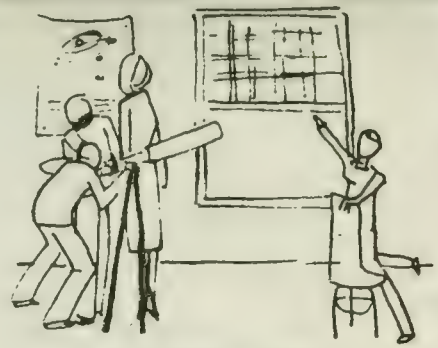
UMaps can help you find interesting courses open to non-majors which fulfill USP requirements and do not have any prerequisite courses or knowledge. Because each UMap lists courses across divisions, they can help you avoid stereotyping academic departments.

Last but not least, UMaps contain the names, locations, and phone numbers of the campus services that can help you with specific questions and concerns. Don't hesitate to use them!

A party in the Stamp Union is pictured below. Students with similar interests have drawn together in separate corners of the room.



REALISTIC



INVESTIGATIVE

Stamp Union Party

R — REALISTIC
Practical and straightforward, these students enjoy outdoor work, physical activity, and working with tools, machines and animals

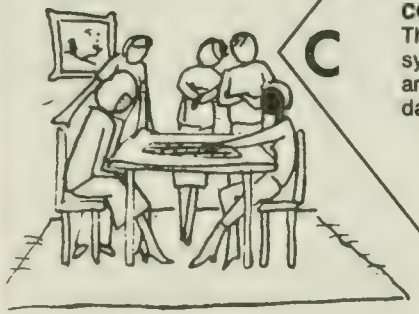
I — INVESTIGATIVE
These students are analytical and inquisitive, prefer solving abstract problems, and like theoretical scientific work.

C — CONVENTIONAL
These students are systematic and organized, and they like to work with data and numbers.

A — ARTISTIC
Independent and creative, these students are attracted to the visual and performing arts and communications.

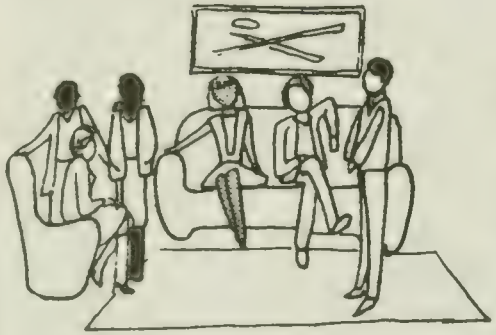
E — ENTERPRISING
Enthusiastic and persuasive, these students enjoy positions of leadership, public affairs, and business.

S — SOCIAL
These students are helpful and friendly, and they enjoy working with and for others through teaching, athletics, and health.



CONVENTIONAL

ARTISTIC

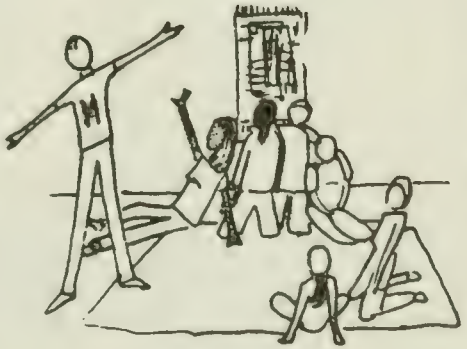


ENTERPRISING

1. Which corner of the room would you instinctively be drawn to because it contained students with interests most similar to yours? Write the name of that group here _____.

2. After 15 minutes, everyone in the corner that you had first selected leaves to go get a pizza. Which group would you choose next? Write the name of that group here _____.

3. After another 15 minutes, the second group decides to go to the Vous. Of the remaining groups, which would you like to join now? Write the name of that group here _____.



SOCIAL

**This exercise was originally developed by Richard N. Bolles as part of* The Quick Job Hunting Map. *We adapted it from the Placement Manual of the UMCP Career Development Center. We encourage you to check out the further resources of the CDC Library, 3121 Hornbake.*

The Universe of Maryland is

UMap # 1 REALISTIC

ARE YOU:

practical
athletic
straightforward
mechanically inclined
a nature lover
curious about the physical world

CAN YOU:

fix electrical things
solve mechanical problems
pitch a tent
play a sport
read a blueprint
plant a garden
operate tools and machinery

LIKE TO:

tinker with machines
work outdoors
be physically active
use your hands
build things
tend/train animals
work on cars

If this sounds a bit like you, use this **UMap** to explore areas of the **Universe of Maryland** that may be of particular interest to you. You will find many kinds of opportunities open to you at College Park. Drop by or call the offices indicated for more information.

This **UMap** is one in a series of six . . . each focuses on a different aspect of the **Universe of Maryland.** Look for the others in key spots around campus. Or come by Commuter Affairs, 1195 S.U., to pick up your own copies.

AREAS OF STUDY

Most areas of study offer to non-majors interesting courses which may not require prerequisites. Many of these courses fulfill University Studies requirements. Check the Schedule of Classes or the offices listed below for details.

For detailed course and schedule information stop by or call

Agricultural and Life Sciences
1110 Symons x5257

Agricultural Chemistry	0220 Symons	x3738
Agricultural Engineering	2500 Chemistry	x4417
Agricultural and Extension Education	1130 Shriver	x3901
Agricultural and Resource Economics	2211 Symons	x4131
Agronomy	1122 H J Patterson	x3717
Animal Science	2115 Animal Sciences	x4614
Applied Agriculture (2-year program)	Dairy Annex	x3938
Biological Sciences	1110 Symons	x5257
Botany	3214 H J Patterson	x3821
Conservation & Resource Development	0215 Symons	x3738
Food Science	1113 Animal Sciences	x3928
General Agriculture	0104 Shriver	x3901
Geology	1115 Geology	x3548
Horticulture	2104 Holzapfel	x2626
Pre Forestry	1109A Holzapfel	x2356
Pre Veterinary Medicine	2131 Animal Sciences	x4268

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

Earn academic credit and or $$$ while you gain work experience

Agricultural Research Assistant (federal state county facilities)
Archeological Assistant
Bus Driver Shuttle UM
Carpenter (summer theatres parks camps)
Construction Work
Craft Intern S U Craft Center
Drafting Apprentice
Engineering Intern
Farm Work (federal state county research facilities)
Landscape Gardener Groundskeeper
Naturalist Assistant (county state and national parks)
Practice Assistant
Start your own business (repairs construction painting lawn care)
Summer Camp Staff
Veterinary Assistant (animal clinics and hospitals)
Videotape Recording Engineer (communications firms)
Zoo Assistant

For further information, contact

Experimental Learning Programs
0119 Hornbake x4767

Internships
cooperative education volunteer experiences

Job Referral Service
x2490

Part-time and summer jobs, on- and off-campus

WORTH CHECKING OUT

Bowling Billiards Game Room Table Tennis	In the Student Union
Archery Badminton Basketball Handball Horseshoes Martial Arts Racquetball Squash Tennis Volleyball Weightlifting	Detailed Info Kate available at 1104 Armory and 2242 PERH Call x5454 (24 hour recording) for hours of recreational facilities
Craft Center	Classes and facilities for photography ceramics textiles woodworking and more (0230 S U , x4754)
Horseback	Equestrian Club (x4641)

WHERE TO TURN . . .

Academic Advising
Academic division and department offices
- Specific majors or courses
(Schedule of Classes lists advisors)

Undergraduate Studies
1115 Hornbake x2533
- General studies or individualized majors which cross department lines
- GUR and USP questions

1103 Turner Lab x2540
- Health professions

Activities and Organizations
Campus Activities
1191 S U x5605
or
Academic department offices
- Find out about how to join 400 student organizations

Counseling Center
Shoemaker x2931
- Emotional social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

Experiential Learning Programs
0119 Hornbake x4767
- Internships
- Cooperative education
- Volunteer and community service

International Education Services
2115 North Administration x3043
- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service
x2490
- Part time, summer, and temporary jobs on- and off-campus

Minority Student (PSA) Support Teams

Arts and Humanities
1111 F S Key x2737

Radio Television-Film	0202 Tawes	x3164

Behavioral and Social Sciences
2115 Tydings x2301

Anthropology/ Archaeology	1107 Woods	x4154
Cartography	1113 Letrak	x2242
Law Enforcement	2220J Letrak	x4538

Human and Community Resources
1120 F S Key x4145

Home Economics Education	1210 Benjamin	x2017
Industrial Education	1210 Benjamin	x2017
Industrial Arts Education		
Industrial Technology		
Vocational Industrial Education		
Physical Education Kinesiological Sciences	2351 PERH	x2928
Recreation	2367 PERH	x2930
Administration		
Interpretive Services		
Program Development		
Resource Planning & Management		
Therapeutic Recreation		

Mathematical and Physical Sciences and Engineering
2300 Mathematics x4590

College of Engineering	Surplus Bldg	x2421
Aerospace Engineering		
Agricultural Engineering		
Chemical Engineering		
Civil Engineering		
Electrical Engineering		
Fire Protection Engineering		
Mechanical Engineering		
Nuclear Engineering		

CAREER POSSIBILITIES

This list of careers suggests some options which you can explore Why not begin your exploration in the Career Development Center s Career Library, 3112 Hornbake, x4840 or at the Counseling Center, Shoemaker Hall, x2931

Agricultural Extension Agent
Air Traffic Controller
Archeologist
Athletic Trainer
Cartographer
Corrections Officer
Drafting
Engineer
Farmer
Forester
Horticulture Therapist
Industrial/Vocational Education Teacher
Industrial Safety Expert
Landscape Architect
Licensed Practical Nurse
Livestock Manager
Military Officer
Naturalist
Physical Education Instructor
Physical Fitness Expert
Physical/ Occupational Therapist
Pilot
Police Officer
Production/ Manufacturing Technologist
Public Transportation Manager
Recreation Administrator
Surveyor
Therapeutic Recreation Specialist
Veterinarian

Academic Departments

Jobs and internships

ORGANIZATIONS AND INVOLVEMENTS

Now is the time to become involved in some of the campus organizations related to REALISTIC interests. If no address or phone is listed below, Campus Activities, 1191 S U., x5605, can tell you how to get involved

Agricultural and Resource Economics Club
Agriculture Student Council
Agronomy Club
Aikido Club (martial arts)
Amateur Radio Association
Anthropology Student Association
Block and Bridle Club (animal science)
Bowling Team
Collegiate 4-H
Dairy Science Club
Engineering Societies (in each major area) x2421
Environmental Conservation Organization
Equestrian Club
Field Hockey Club
Flying Club
Food, Nutrition, and Institution Administration Club
Forestry Club
Future Farmers of America
Geography Club x6602
Gymkana Troupe
Hang Gliding Association
Horticulture Club
In Ag Club (agriculture)
Karate Club
Law Enforcement Student Association x4538
Martial Arts Club
Maryland Historical Simulation Society
Maryland Medieval Mercenary Militia
Physical Education Club x2928
Physical Therapy Club
Poultry Science Club
Raquetball Club
UM Recreation and Parks Society x2930
Rugby Club
Sailing Association
Sports Car Club
Square Dance Club
Table Tennis Club
Terrapin Alliance (safe energy alternatives)
Terrapin Ski Club
Terrapin Trail Club

Training Center for Basic Cardiac Life Support

University Commuters Association
Veterinary Science Club
Water Ski Club
Women's Rugby Club
Women's Softball Club

Minority Pre-Professional Societies
These groups sponsor activities for students interested in careers in many fields, including engineering, business, law, and health Contact the Office of Minority Student Education, 1101 Hornbake x4901 for information

Riding and Lessons

Intramural Sports	Team and individual competition (1104 Armory x3124)
Outhaus	Backpacking and camping equipment rental outdoor trips (next to Food Co-op in S U , x2186)
Running	Information on indoor and outdoor routes (1104 Armory x3124)
Swimming	Cole and Preinkert (x5222)

Undergraduate Advising Center
1117 Hornbake x2733, x3040
- Undecided
- Academic trouble-shooting
- Pre law

Career Development Center
3121 Hornbake x2813
- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews and credentials service

Minority Student Education (OMSE)
1101 Hornbake x4901
- Coping skills
- Advising
- Tutoring
- Career guidance
- Study lounge

Schedule of Classes
Two editions appear around campus for each semester—at pre-registration and just before classes begin
- Courses, times, places, and professors
- See especially "What s New and Interesting
- General requirements
- List of advisors
- Registration schedule, fees

TEL-UM INFO
(301) 454-4636
Toll-free in Md (800) 492-0703
- Tape-recorded messages which answer most commonly asked questions about UMCP Schedule of Classes lists tape topics

Undergraduate Catalog
University Book Center
Student Union Basement
Free with I D
- Course descriptions
- Major and general requirements

UMaps
Commuter Affairs
1195 S U x3645
- Personal copies of UMaps available
  - #1 Realistic
  - #2 Investigative
  - #3 Artistic
  - #4 Social
  - #5 Enterprising
  - #6 Conventional

Office of Commuter Affairs
Division of Student Affairs
University of Maryland
College Park

Coordinator/Editor
Barbara Jacoby
Assistant Editors
Kathe Allen
Penny Rue

The Office of Commuter Affairs gratefully acknowledges the assistance of many individuals and departments at UMCP in the preparation of UMaps Information for UMaps was drawn in part from materials of the UMCP Career Development Center and based on the vocational theory of John L Holland Making Vocational Choices A Theory of Careers Englewood Cliffs NJ Prentice Hall 1973

Special thanks to UM Parents Association

©1982 UMCP Office of Commuter Affairs

The Universe of Maryland is

UMap # 2 INVESTIGATIVE

ARE YOU:

inquisitive
analytical
scientific
observant
precise

CAN YOU:

think abstractly
solve math problems
understand physics theories
do complex calculations
use a microscope
interpret formulas

LIKE TO:

explore ideas
use computers
work independently
perform lab experiments
read scientific or technical magazines
analyze data

If this sounds a bit like you, use this **UMap** to explore areas of the **Universe of Maryland** that may be of particular interest to you. You will find many kinds of opportunities open to you at College Park. Drop by or call the offices indicated for more information.

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AREAS OF STUDY

Most areas of study offer to non-majors interesting courses which may not require prerequisites. Many of these courses fulfill University Studies requirements. Check the Schedule of Classes or the offices listed below for details.

For detailed course and schedule information stop by or call

Agricultural and Life Sciences
1112 Symons x5257

Agricultural Chemistry	2500 Chemistry	x4417
Agricultural Engineering	1130 Shriver	x3901
Agricultural Extension Education	0220 Symons	x3738
Agricultural and Resource Economics	2211 Symons	x4101
Agronomy	1122 H J Patterson	x4717
Animal Science	2115 Animal Sciences	x4614
Biochemistry	1420 Chemistry	x5241
Biological Sciences	1110 Symons	x5257
Botany	3214 H J Patterson	x3821
Chemistry	1420 Chemistry	x5241
Conservation & Resource Development	0215 Symons	x4798
Entomology	2317 Symons	x7213
Food Science	1113 Animal Sciences	x1928
General Agriculture	0104 Shriver	x3901
Geology	1113 Geology	x3548
Horticulture	2104 Holzapfel	x2626
Microbiology	2131 Skinner	x5364
Zoology	2230 Zoology Psychology	x5131

CAREER POSSIBILITIES

This list of careers suggests some options which you can explore. Why not begin your exploration in the Career Development Center's Career Library, 3112 Hornbake x4840 or at the Counseling Center, Shriemaker Hall x2931

Actuary
Agronomist
Airplane Pilot
Anthropologist
Architect
Biologist
Chemist
Computer Systems Analyst
Conservationist
Criminologist
Dentist
Ecologist
Economist
Engineer
Geologist
Horticulturist
Immunologist
Industrial-Fire Safety Engineer
Nutritionist
Oceanographer
Pharmacist
Physician
Physicist
Psychologist
Speech Pathologist
Technical Writer
Veterinarian

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

Earn academic credit and/or $$$ while you gain work experience

Agricultural Research Assistant–federal state county facilities
Economics–Social Science Researcher

ORGANIZATIONS AND INVOLVEMENTS

Now is the time to become involved in some of the campus organizations related to INVESTIGATIVE interests. If no address or phone is listed below, Campus Activities, 1191 S.U. x5605 can tell you how to get involved.

Agricultural and Resource Economics Club
Agriculture Student Council
Agronomy Club
Amateur Radio Association
American Association of Textile Chemists and Colorists
Forestry Club
Geography Club x6602
Geology Club
Health Center Student Advisory Board
Historical Wargaming Society
Horticulture Club
Maryland Alliance for Space Colonization
Maryland Consumer Interest Council x2141

WORTH CHECKING OUT

Architecture Library (one of the nation's best collections (1st floor Architecture)

Astronomy Observatory (visitors are welcome for observation two evenings a month x 30011)

PDP-9 Division Computer Lab (assignment to use the computer for research (1135 Lefrak x 3924)

Committee on the History and Philosophy of Science (CHPS) weekly interdisciplinary colloquium series and free newsletter (1131 Skinner x 28501)

Counseling Center
Shriemaker x2931
- Emotional social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

Experiential Learning Programs
(119 Hornbake x4787)
- Internships
- Cooperative education
- Volunteer and community service

International Education Services
2115 North Administration x3043
- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service
x2490
- Part time, summer, and temporary jobs on and off campus

Minority Student (PSA) Support Teams
Minority Student Education (OMSE)
1120 Hornbake x4901

Arts and Humanities

1111 F S Key x2737

Architecture	1st floor Architecture	x4427
Pre-Architecture	1111 F S Key	x2737
Journalism, Science Communication	2109 Journalism	x2228
Philosophy	1131 Skinner	x2850

Behavioral and Social Sciences

2115 Tydings x2361

Anthropology	1107 Woods	x4154
Criminology	2220 Lefrak	x4538
Economics	3101 Tydings	x4450
Geography	1113 Lefrak	x2242
Hearing and Speech Sciences	0100 Lefrak	x5841
Management Sciences Statistics	2136 Tydings	x4314
Psychology	1141 Zoology Psychology	x6591
Sociology	2108 Art Sociology	x5836

Human and Community Resources

1120 F S Key x4145

Consumer Economics	2100 Marie Mount	x5150
Food, Nutrition and Institution Administration	3304 Marie Mount	x2169
Dietetics		
Experimental Foods		
Nutrition Research		
Health Education	2181 HERH	x2727
Kinesiological Sciences	2181 HERH	x2728
Mathematics Education	1210 Benjamin	x2651
Science Education	1210 Benjamin	x2651
Textiles	2100 Marie Mount	x4150

Mathematical and Physical Sciences and Engineering

2400 Mathematics x2550

Astronomy	0235 Space Sciences	x4003
Computer Science	2365B Computer Science	x2601
Engineering	Surplus Bldg	x2421
Aerospace		
Civil and Environmental		
Chemical		
Electrical		
Fire Protection		
Materials		
Mechanical		
Nuclear		
Mathematics	1117 Mathematics	x2551
Meteorology	2134 Space Sciences	x2683
Operations Research	2400 Mathematics	x4550
Physics	1126 Physics	x5511

Health Professions

[illegible] x[illegible]

- Veterinary Medicine
- Dentistry
- Pre-Medical Technology
- Pre-Medicine
- Pre-Nursing
- Pre-Optometry
- Pre-Pharmacy
- Pre-Physical Therapy
- Pre-Podiatry
- Pre-Veterinary

federal agencies
Engineering Intern
Laboratory Research Assistant
hospitals, institutes, agencies
Medical Lab Technician clinics
hospitals, agencies
Naturalist Assistant county, state
national parks
Physician's Aide or Orderly
hospitals and psychiatric facilities
Statistical Aide state and
local agencies
Veterinary Assistant
animal clinics and hospitals

For further information contact

Experiential Learning Programs 0119 Hornbake x4787

Internships
cooperative education, volunteer experiences

Undergraduate Science x2420

Part time and summer jobs on and off campus

Academic Departments

Jobs and internships

Anthropology Student Association
Architecture Student Association
Birds and Birds (animal science)
Chess and Backgammon Club
Chess, Go & Shogi Club
College Bowl
Criminology Major Association x4538
Engineering Societies (research, management) x2421
Environmental Conservation Organization
Flying Club
Food, Nutrition and Institution Administration Club
Maryland Historical Simulation Society
Maryland Public Interest Research Group (MaryPIRG)
Maryland Rubik's Cube Club
Mary and Star Trek Association
Micro R & D Club (microtechnique)
National Student Speech & Hearing Association x5841
Parapsychology Club
Physical Therapy Club
Poultry Science Club
Pre-Dental Society
Pre-Medical Society
Undergraduate Economics Association x4450
Undergraduate Sociology Association x5836
Urban Studies Undergraduate Student Organization x2388
Veterinary Science Club

Minority Pre-Professional Societies
Three groups sponsor activities for students interested in careers in many fields, including engineering, business, law, and health. Contact the Office of Minority Student Education, 1101 Hornbake, x4901, for information.

Engineering and Physical Sciences Library
excellent browsing pods, computerized research assistance 1140A Mathematics

Geology Dept. rocks and fossils, student field, earth science exhibits, summer field camps x3448

Sea Grant Program free news, info about current marine science research 1224 HJ Patterson x5690

Wade Memorial Chemistry Library specialists in chemistry and microbiology, computerized research assistance 1st floor Chemistry

WHERE TO TURN . . .

Academic Advising

Academic division and department offices
- Specific majors or courses
(Schedule of Classes lists addresses)

Undergraduate Advising Center
1117 Hornbake x2731 x3040
- Undecided
- Academic trouble-shooting
- Pre-law

Undergraduate Studies
1115 Hornbake x2530
- General studies or individualized majors which cross department lines
- GUR and USP questions

[illegible] Turner Lab x2546
- Health professions

Activities and Organizations

Campus Activities
1191 SU x5605

Academic department offices
- Find out about how to join 400 student organizations

Career Development Center

1121 Hornbake x2813
- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews, job-search skills, etc.
- Coping skills
- Advising
- Tutoring
- Career guidance
- Study lounge

Schedule of Classes

Two editions appear around campus for each semester, at pre-registration and just before classes begin
- Courses, times, places, and professors
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- Listed advisors
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University Book Center
Student Union Basement
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- Major and general requirements

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1195 S.U. x3645
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  - #1 Realistic
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  - #6 Conventional

Office of Commuter Affairs
Division of Student Affairs
University of Maryland
College Park

Coordinator/Editor
Barbara Jacoby
Assistant Editors
Kathe Allen
Penny Rue

The Universe of Maryland is

UMap # 3 ARTISTIC

ARE YOU:

creative
intuitive
imaginative
innovative
an individualist

CAN YOU:

sketch, draw, paint
play a musical instrument
write stories, poetry, music
sing, act, dance
design fashions or interiors

LIKE TO:

attend concerts, theatres, art exhibits
read fiction, plays, poetry
work on crafts
take photographs
express yourself creatively

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AREAS OF STUDY

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For detailed course and schedule information stop by or call

Agricultural and Life Sciences
1113 Symons x5257

Horticulture/ Landscape Design	2109 B Holzapfel	x3612
Medical Science Illustration	1110 Symons	x5257

Arts and Humanities
1111 F S Key x2737

American Studies	2140 Taliaferro	x4661
Architecture	1st Floor Architecture	x342
Pre-Architecture	1111 F S Key	x2737
Art	1211 Art Sociology	x3431
Classics	4220 Jimenez	x2510
Comparative Literature	4223 Jimenez	x2685
Dance	Temp Bldg E1	x4056
English	1122 Taliaferro	x2521
Foreign Languages & Literatures		
Chinese	2106 Jimenez	x5152
French	3106 Jimenez	x4303
German	3215 Jimenez	x4301
Greek	4220 Jimenez	x2510
Hebrew	2106 Jimenez	x5152
Italian	3106 Jimenez	x4303
Japanese	2106 Jimenez	x5152

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

Earn academic credit and/or $$$ while you gain work experience

Acting, Stage Crew at theme parks, historical sites, local theatres
Architectural Assistant
Camp Counselor, Crafts Instructor
Commercial Designer: campus and local agencies
Free lance design, photography, music instruction, translation
Media Reporter
Photographer, Lithographer, Photojournalist: various agencies and publications
Playing musical instrument: local theatres and parks
Public Relations Writer: associations, corporations
Reader to visually handicapped
Teaching art, music, drama, dance to children, to the handicapped at churches and nursing homes
Translator, Interpreter: federal and local agencies, non profit organizations

For further information, contact

Experiential Learning Programs 0119 Hornbake x4767

Internships: cooperative

Minority Pre-Professional Societies
These groups sponsor activities for students interested in careers in many fields, including engineering, business, law, and health. Contact the Office of Minority Student Education, 1101 Hornbake x4901 for information.

Music Performance
A wide variety of instrumental and vocal performing groups are credit courses which are open to non music majors. Students with high school experience can expect to audition for many of these; others require a placement audition.
Contact the Music Department 2114 Tawes x2501 for information

WORTH CHECKING OUT

At Hornbake: free monthly calendar of events including concerts, lectures, club meetings (1191 S.U. x5251)

Architecture Library: excellent collection including urban planning and interior design (Architecture and Art Building)

Art Gallery: student and faculty works plus visiting exhibits (2 in Art Sociology, 1 off S.U. Lobby)

Art Library: art history and reproductions (Art Sociology)

*Craft Center: Classes and facilities for photography, ceramics, textiles, wood working and more (0230 S.U. x 4254)

*Holt Theatre: Classic and current films, schedule available (0219 S.U., x 4987)

Hornbake: paperback reading room, viewing and listening facilities, audio and video cassettes from popular music to TV series

Counseling Center
Shoemaker x2931
- Emotional social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

Experiential Learning Programs
0119 Hornbake x4767
- Internships
- Cooperative education
- Volunteer and community service

International Education Services
2115 North Administration x3043
- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service
x2490
- Part-time, summer, and temporary jobs on- and off-campus

Minority Student (PSA) Support Teams
Minority Student Education (OMSE)
1101 Hornbake x4901
- Coping skills

Latin	4220 Jimenez	x2510
Portuguese	2215 Jimenez	x4305
Russian	2215 Jimenez	x4301
Spanish	2215 Jimenez	x4305

Most foreign language departments offer courses in literature, civilization and culture which require NO knowledge of the language

In addition, you can earn other languages by supervised self-instruction. Contact Prof. Lt. Grade, Dale Jimenez x4301

History	2115 F S Key	x2843
Jewish Studies	2106 Jimenez	x4307
Journalism	2109 Journalism	x2228

Magazine
News Editing, Broadcasting
Photojournalism
Public Relations, Advertising
Science Communication

Music	2114 Tawes	x2501
Philosophy	1131 Skinner	x2850
Radio, Television-Film	0202 Tawes	x3164
Speech Communication	1146 Tawes	x2841
Theatre	1146 Tawes	x2841
Women's Studies	0221 Lefrak	x3841

Behavioral & Social Sciences

2115 Tydings x2301

Afro-American Studies	2169 Lefrak	x5605
Geography/ Cartography	1113 Lefrak	x2232

Human & Community Resources

1120 F S Key x4145

Education	1210 Benjamin	x201

Art
English
Foreign Language
Industrial Arts
Music
Science
Speech & Drama

Housing & Applied Design	1401 Marie Mount	x2144

Advertising Design
Housing
Interior Design

Recreation	2367 PERH	x2930
Textiles & Consumer Economics	2100 Marie Mount	x5150

Apparel Design
Textile Marketing
Fashion Merchandising

CAREER POSSIBILITIES

This list of careers suggests some options which you can explore. Why not begin your exploration in the Career Development Center's Career Library, 3112 Hornbake x4840 or at the Counseling Center, Shoemaker Hall x2931

Architect
Artist
Cartographer
Cartoonist
Critic/Reviewer
Dance Instructor
Editorial Assistant
Fashion Illustrator
Fashion Model
Foreign Language Interpreter
Graphics Designer
Graphic Designer
Illustrator
Landscape Architect
Librarian
Museum Curator
Organizations
Photo Editor
Photographer
Recreation Specialist
Writer

education, volunteer experiences

Liberal Arts Internship Program 1102 F S Key x6291

Internships

Job Referral Service x2490

Part-time and summer jobs on and off campus

Academic Departments

Internships and jobs

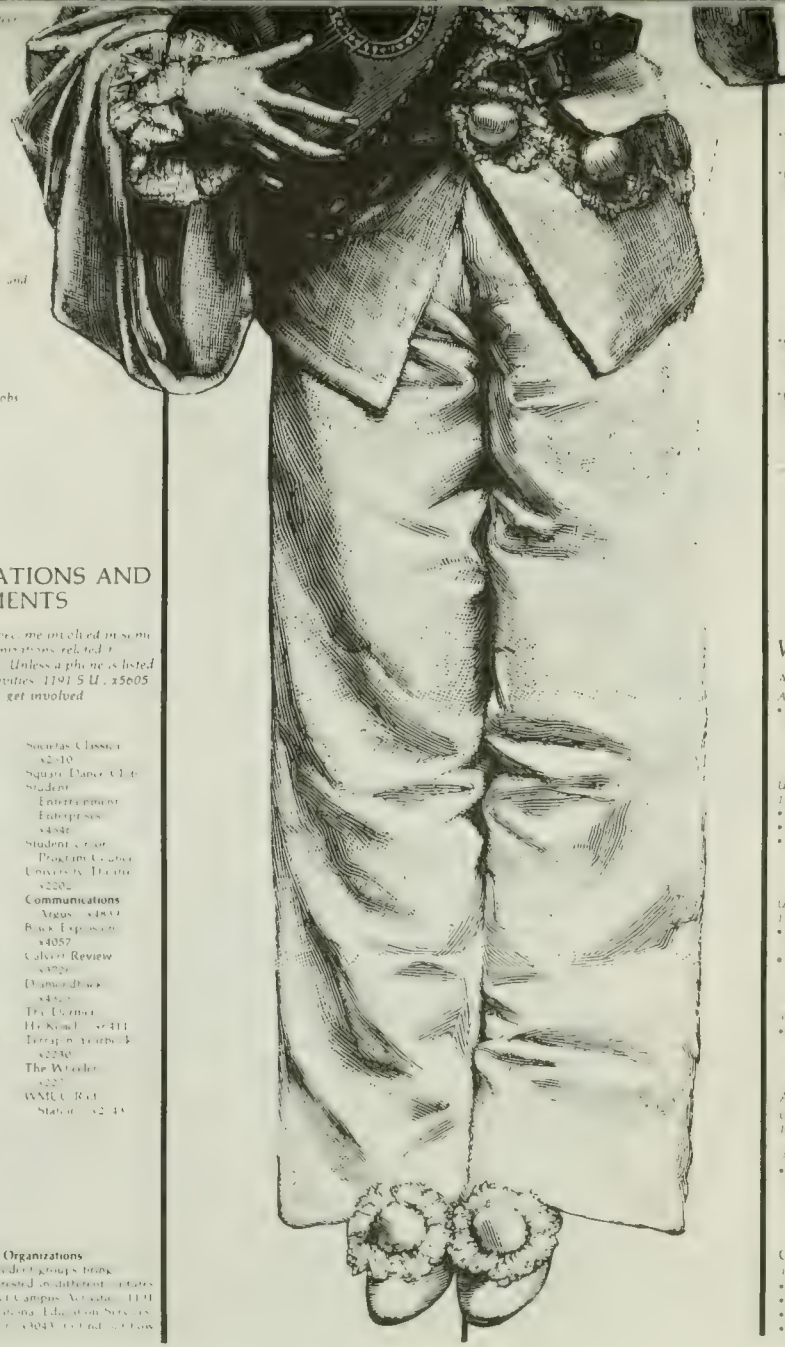
ORGANIZATIONS AND INVOLVEMENTS

Now is the time to become involved in some of the campus organizations related to ARTISTIC interests. Unless a phone is listed call the Campus Activities 1191 S.U. x5605 can tell you how to get involved

Amateur Radio Association
Art Education Student Association
Art Students Association
Bagpipe Band x2141
Band
Undergraduate Association
Campus Advertising Design x2145
Cymbeline Troupe
History Academy Association x2445
Homecoming
Mary and Modern Mercenary Models
Music Marathon Club
National Art Education Association
Philosophy Student Association x2851
Sociedas Classica x2-10
Square Dance Club
Student Entertainment Enterprises x4846
Student Union Program Council
University Theatre x2201
Communications
Argus x4855
Black Expression x4057
Calvert Review x2726
Diamondback x4555
Pre Dental
Hi Kinal x2411
Terrapin Yearbook x2240
The Wrestler x2251
WMUC Radio Station x2-45

International Student Organizations

Many international student groups drink together students interested in additional cultures and languages. Contact Campus Activities 1191 S.U. x5605 or International Education Services 2111 F.S. Administration x3043 to find out how to get involved



Media Library specializes in collections including East Asia, Katherine Anne Porter, Maryland Archives

*Many courses concerned topics range from cloggers to social to partending. 10-19 S.U. x4181

*Nyumburu - Afro-American cultural events 1112 S.U. Campus Dining Hall x5711

*Tickets, many are free. Lowest cost and free schedules and ticket information.

University Theatre	x2201
Mary and Dance Theatre	x3339
Improvisations Unlimited	x4847
University Community Concerts	x6234
Music Department Concerts	x6669
UMCChorus	x1183
University Orchestra	x2501
University Bands	x2803
Summer Programs	x4417

*S.U. Atrium Programs - music every Wednesday 12-2 p.m., folk to jazz to opera, bring your lunch (x4987)

*Writers Here and Now - Formally, series of writers reading their own work (x2111)

WHERE TO TURN . . .

Academic Advising

Academic division and department offices

- Specific majors or courses
  Schedule of Classes lists advisors

Undergraduate Advising Center 1117 Hornbake x2741 x3041

- Undecided
- Academic troubleshooting
- Pre-Law

Undergraduate Studies 1115 Hornbake x2958

- General studies or individualized majors which cross department lines
- GUR and USP questions

Test Tutoring Lab x2540

- Health professions

Activities and Organizations

Campus Activities 1191 S.U. x5605

Academic department offices

- Find out about how to join 400 student organizations

Career Development Center

3112 Hornbake x2813

- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews and recruitment services
- Advising
- Tutoring
- Career guidance
- Study lounge

Schedule of Classes

Two editions appear on and off campus for each semester, at pre-registration and just before classes begin

- Courses, times, places, and professors
- See especially "What's New and Interesting"
- General requirements
- List of advisors
- Registration schedule, fees

TEL-UM INFO

(301) 454-4636
Toll-free in Md. (800) 492-0703

- Tape-recorded messages which answer most commonly asked questions about UMCP
  Schedule of Classes lists tape topics

Undergraduate Catalog

University Book Center Student Union Basement
Free with ID

- Course descriptions
- Major and general requirements

UMaps

Commuter Affairs 1195 S.U. x3645

- Personal copies of UMaps available
  - #1 Realistic
  - #2 Investigative
  - #3 Artistic
  - #4 Social
  - #5 Enterprising
  - #6 Conventional

Office of Commuter Affairs
Division of Student Affairs
University of Maryland
College Park

Coordinator/Editor
Barbara Jacoby
Assistant Editors
Kathe Allen
Penny Rue

The Universe of Maryland is

UMap # 4 SOCIAL

ARE YOU:

friendly
helpful
idealistic
insightful
outgoing
understanding

CAN YOU:

teach train others
express yourself clearly
lead a group discussion
mediate disputes
plan and supervise an activity
cooperate well with others

LIKE TO:

work in groups
help people with problems
participate in meetings
do volunteer service
work with young people
play team sports

If this sounds a bit like you, use this **UMap** to explore areas of the **Universe of Maryland** that may be of particular interest to you. You will find many kinds of opportunities open to you at College Park. Drop by or call the offices indicated for more information

This **UMap** is one in a series of six . . . each focuses on a different aspect of the **Universe of Maryland.** Look for the others in key spots around campus. Or come by Commuter Affairs, 1195 S.U., to pick up your own copies.

AREAS OF STUDY

Most areas of study offer to non-majors interesting courses which may not require prerequisites. Many of these courses fulfill University Studies requirements. Check the Schedule of Classes or the offices listed below for dates.

For detailed course and schedule information stop by or call

Agricultural and Life Sciences

[illegible] x5267

Agricultural and Extension Education	0220 Symons	[illegible]

Arts and Humanities

1111 Hornbake x2837

American Studies	2140 Taliaferro	x4761
English	1122 Taliaferro	x2721
Foreign Languages & Literatures		
Chinese	2106 Jimenez	x5152
French	3106 Jimenez	x4303
German	3215 Jimenez	x4301
Greek	4220 Jimenez	x2510
Hebrew	2106 Jimenez	x5152
Italian	3106 Jimenez	x4303
Japanese	2106 Jimenez	x5152
Latin	4220 Jimenez	x2510
Portuguese	2215 Jimenez	x4305
Russian	3215 Jimenez	x4301
Spanish	2215 Jimenez	x4305

Art Music Therapy
Art Therapy
Dance
Gerontology Services
Administration
Counseling
Drama
Education
Administration
Curriculum Development
Elementary Education
Secondary Education
Special Education
Administration
Counseling
Elementary
Secondary
Environmental Education
Exceptional Children (Special Education)
Health Education
Physical Education
Reading
Science
Occupational Therapy
Public Affairs
Public Relations
Public Health Services Officer
Recreation Director
Recreation Supervisor
Social Work
Speech and Hearing
Administration
Audiology
Speech Pathology
Theatre
Theatre Technician
Theatre Director
Theatre Stage Director

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

Earn academic credit and/or $$$ while you gain work experience

Aide—hospitals, nursing homes, juvenile homes
Camp Counselor
Case Worker—social service agencies
Guide—parks, national monuments, museums
Hotline—telephone counselor
Law Clerk—public and private agencies
Paralegal
Peer Advisor—campus departments
Peer Counselor—community mental health centers, youth homes, support groups
Political Campaign Worker
Recreation Supervisor—community centers and parks

ORGANIZATIONS AND INVOLVEMENTS

Students form organizations related to the campus organizations related to SOCIAL interests. If no address or phone is listed, contact Campus Activities, 1141 S.U. x5065 to find out how to get involved.

Black Student Union
Campus Recreation Services x2841
Chancellor's Student Advisory Council
Circle K Club
Campus Recreation Clubs on Home Economics
Organization x4264

Cinema Exceptional Children (special education) x1118
Counseling Center Student Advisory Board
Contemporary Mayers Association x1438
Department x2[illegible]
Organizing Committee
Disabled Students Alliance
English Undergraduate Association
Canning Organization Leadership Development (GOLD)
Geography Club x6602
Health Center Student Advisory Board
HELP Center x4167
Homecoming
International Student Council
Judicial Boards x2927
Law Enforcement Student Association x4548
Maryland Consumer Interest Council x2141
Maryland Public Interest Research Group (MaryPIRG)
Maryland Student Union Advisory Board x2807
NAACP
National Student Speech and Hearing Association x4341
Peace Activists Community Effort (PACE)
Physical Education Club x2928
Progressive Student Alliance
UM Recreation and Parks Society x2940
Residence Halls Association (and Hall Council)
Sign Language Club
Square Dancing Club
Student Alumni Board
Student Entertainment Enterprises
Student Government Association
Student Union Program Council
Undergraduate Sociology Association x5836
University Commuters Association
University Sing

Curriculum Planning

Advisory Councils and academic departments students participate in policy and curriculum planning. Check with individual offices for information

Fraternities and Sororities

Promote scholarship, leadership, community service and social interaction. Membership drives or "rush" occur each semester

International Student Organizations

Many international groups bring together students interested in different cultures and languages. Contact Campus Activities, 1141 S.U. x5065 or International Education Services, 2115 N. Administration x3043 to find out how to get involved

Intramurals

Almost any sport you can name! To find out about team formation and individual competition call x3124 or visit 1104 Armory

Minority Pre-Professional Societies

These groups sponsor activities for students interested in careers in many fields, including engineering, business, law and health. Contact the Office of Minority Student Education, 1101 Hornbake x4901 for information

Counseling Center

Shoemaker x2911

- Emotional social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

Experiential Learning Programs

0119 Hornbake x4767

- Internships
- Cooperative education
- Volunteer and community service

International Education Services

2115 North Administration x3043

- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service

x2890

- Part-time, summer, and temporary jobs on- and off-campus

Minority Student (PSA) Support Teams

Most foreign language departments offer courses in literature, civilization and in culture which require no knowledge of the language.

In addition, you can learn other languages by supervised self-instruction. Contact FOLA program, H. Jimenez, x4303.

Jewish Studies	2106 Jimenez	x4303
Speech Communication	1146 Tawes	x2541
Women's Studies	0221 Letrak	x3841

Behavioral and Social Sciences

2115 Tydings x2301

Afro-American Studies	2169 Lefrak	x4145
Anthropology	1107 Woods	x4154
College of Business & Management	2136 Tydings	x4314
General Business and Management		
Marketing		
Personnel and Labor Relations		
Criminology	2220J Lefrak	x4538
Geography	1113 Lefrak	x2242
Government & Politics	2181 Lefrak	x6748
Hearing & Speech Sciences	0100 Lefrak	x5831
Law Enforcement	2220J Lefrak	x4538
Psychology	1141 Zoology Psychology	x6691
Sociology	2108 Art Sociology	x5036
Urban Studies	1113 Lefrak	x5718

Human and Community Resources

1120 F S Key x4145

Consumer Economics	2100 Marie Mount	x5150
Education	1210 Benjamin	x2017
Art		
Business		
Distributive		
English		
Foreign Language		
Home Economics		
Industrial Arts		
Mathematics		
Music		
Science		
Secretarial		
Social Studies		
Special		
Speech & Drama		
Vocational Industrial		
Family & Community Development	1204 Marie Mount	x2142
Food Nutrition and Institution Administration	3304 Marie Mount	x2139
Community Nutrition		
Dietetics		
Health Education	2387 PERH	x2629
Housing	1401 Marie Mount	x2144
Kinesiological Sciences	2351 PERH	x2928
Physical Education	2351 PERH	x2928
Recreation	2367 PERH	x2930

CAREER POSSIBILITIES

This list of careers suggests some options which you can explore. Why not begin your exploration in the Career Development Center's Career Library, 3112 Hornbake, x4840 or at the Counseling Center, Shoemaker Hall, x2931.

Research Assistant: social service agencies
Scout Leader
Teaching crafts, skills, sports: to children, to the handicapped, to the elderly
Tutor: on campus, local schools

For further information, contact

Experiential Learning Programs 0119 Hornbake x4767

Internships, cooperative education, volunteer experiences

Job Referral Service x2490

Part-time and summer jobs: on- and off-campus

Academic Departments

Jobs and internships

Urban Studies Undergraduate Student Organization x2488
Veterans Club
Women's Center
Young Americans for Freedom
Young Democrats Club

WHERE TO TURN . . .

Academic Advising

Academic division and department offices
- Specific majors or courses *(Schedule of Classes lists advisors)*

Undergraduate Advising Center
1117 Hornbake x2733, x3040
- Undecided
- Academic trouble-shooting
- Pre-law

Undergraduate Studies
1115 Hornbake x2530
- General studies or individualized majors which cross department lines
- GUR and USP questions

1103 Turner Lab x2540
- Health professions

Activities and Organizations

Campus Activities
1191 S U x5605
-or-
Academic department offices
- Find out about how to join 400 student organizations

Career Development Center

3121 Hornbake x2813
- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews and credentials service

Minority Student Education (OMSE)
1101 Hornbake x4901
- Coping skills
- Advising
- Tutoring
- Career guidance
- Study lounge

Schedule of Classes

Two editions appear around campus for each semester - at pre-registration and just before classes begin
- Courses, times, places, and professors
- See especially "What's New and Interesting
- General requirements
- List of advisors
- Registration schedule, fees

TEL-UM INFO

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Undergraduate Catalog

University Book Center
Student Union Basement
Free with I.D.
- Course descriptions
- Major and general requirements

UMaps

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  - #1 Realistic
  - #2 Investigative
  - #3 Artistic
  - #4 Social
  - #5 Enterprising
  - #6 Conventional

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Division of Student Affairs
University of Maryland
College Park

Coordinator/Editor
Barbara Jacoby

Assistant Editors
Kathe Allen
Penny Rue

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Special thanks to UM Parents Association.

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The Universe of Maryland is

UMap # 5 ENTERPRISING

ARE YOU:

self-confident
assertive
sociable
persuasive
enthusiastic
energetic

CAN YOU:

initiate projects
convince people to do things your way
sell things or promote ideas
give talks or speeches
organize activities and events
lead a group

LIKE TO:

make decisions affecting others
be elected to an office
win a leadership or sales award
start your own service or business
participate in a political campaign
meet important people

If this sounds a bit like you, use this **UMap** to explore areas of the **Universe of Maryland** that may be of particular interest to you. You will find many kinds of opportunities open to you at College Park. Drop by or call the offices indicated for more information.

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AREAS OF STUDY

Agricultural and Life Sciences

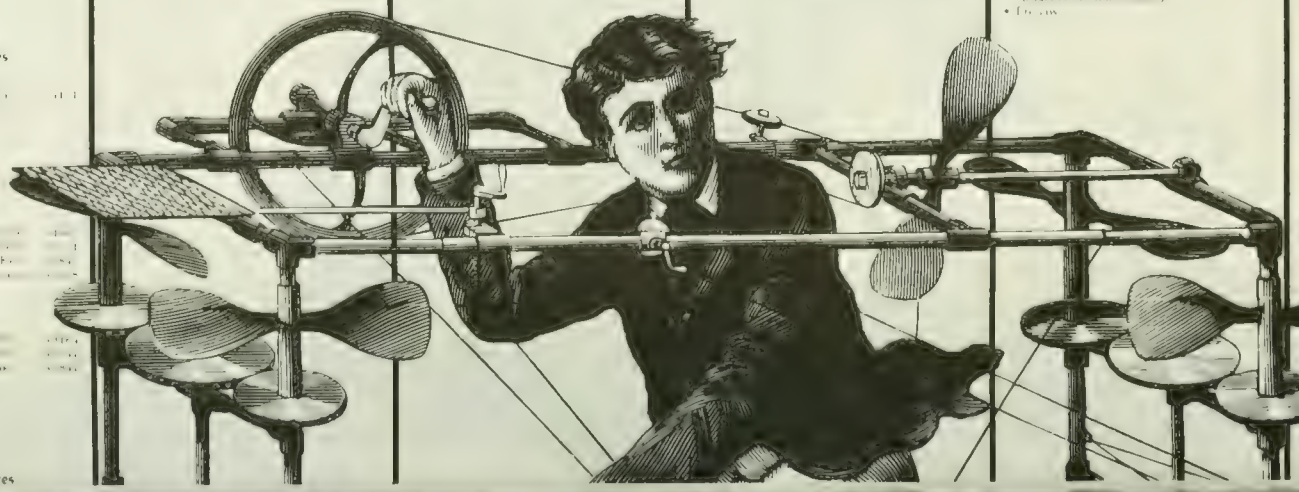
Arts and Humanities

Behavioral and Social Sciences

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

ORGANIZATIONS AND INVOLVEMENTS

Business



WHERE TO TURN .

Academic Advising

Experiential Learning Programs

- Internships
- Cooperative education
- Volunteer and community service

International Education Services

- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service

- Part-time, summer, and temporary jobs on and off campus

Minority Student (PSA) Support Teams

- Advising
- Career guidance
- Study groups

Schedule of Classes

These editions appear around campus for each semester at pre-registration and just before

2115 Tydings	*x2491*	
College of Business and Management	2130 Tydings	x4314
Criminology	2201 Tetrak	x1538
Economics	0101 Tydings	x4130
Government and Politics	2181 Tetrak	x6718
Law Enforcement	2220 Tetrak	x4538
Psychology	1111 Zoology Psychology	x6691
Sociology	2108 Art-Sociology	x5036
Urban Studies	1113 Tetrak	x5718

Human and Community Resources

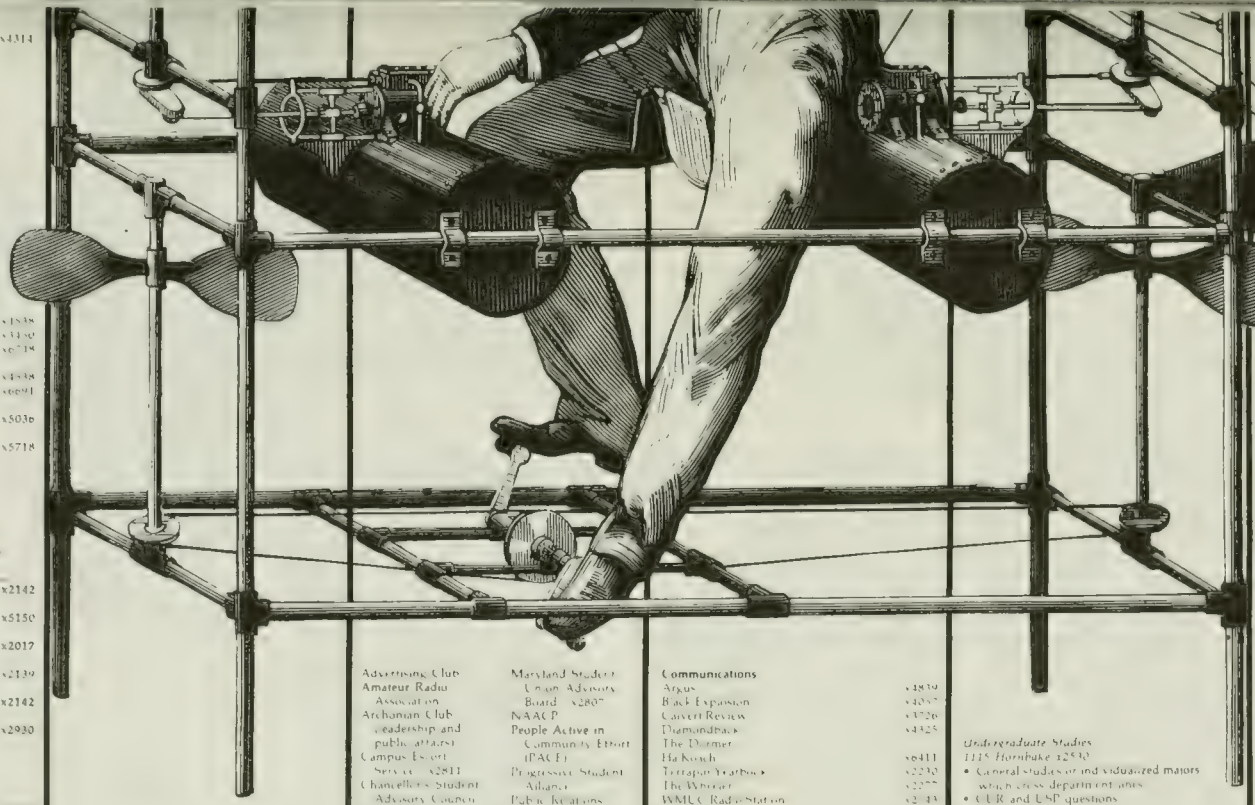
1120 F S Key x4145

Community Studies	1204 Marie Mount	x2142
Consumer Economics	2100 Marie Mount	x5150
Industrial Education Industrial Technology	1210 Benjamin	x2017
Institution Administration	3304 Marie Mount	x2139
Management and Consumer Studies	1204 Marie Mount	x2142
Recreation	2367 PERH	x2930
Administration Program Development Resource Planning and Management		
Textile Marketing Fashion Merchandising	2100 Marie Mount	x5150

CAREER POSSIBILITIES

This list of careers suggests some options which you can explore. Why not begin your exploration in the Career Development Center's Career Library, 3112 Hornbake, x4840 or at the Counseling Center, Shoemaker Hall, x2931

Advertising Executive
Attorney
Banker
Campaign Manager
Communications Manager
Customer Service Manager
Insurance Underwriter Claims Adjuster
Labor Arbitrator
Lobbyist
Manufacturer's Representative
Market Analyst
Personnel Recruiter
Politician
Production Manager
Public Administrator
Public Relations Specialist
Radio TV Announcer
Real Estate Agent
Retail Manager
Sales Representative Manager
School Principal
Sports Information Director
Stockbroker
Systems Analyst
Trade Association Director



Administrative Assistant public and private agencies, politicians, offices
Legal Assistant public and private agencies, attorneys, judges
Market Analyst organizations and agencies
Test Advisor campus departments
Political Campaign Worker
Production Coordinator local media communications firms
Salesperson retail stores, telephone, door-to-door
Start your own business, advertising, public relations, catering, food service
Student Supervisor Campus departments

For further information contact
Experiential Learning Programs 1112 Hornbake x4763

Internships cooperative education, facilitator, apprentices

For Federal Jobs See 1240

Part time and Summer Jobs on and off campus

Academic Departments

Fellowships and Graduate Assistantships

Advertising Club
Amateur Radio Association
Archonian Club leadership and public affairs
Campus Escort Service x2811
Chancellor's Student Advisory Council
Circle K Club
College Republicans
Collegiate Home Economics Association x4264
Counseling Center Student Advisory Board
Criminology Major Association x4538
Democratic Student Organizing Committee
Entrepreneurial Club
Learning Organization Leadership Development (LOLD)
Health Center Student Advisory Board
Homecoming
International Student Council
Judicial Boards x2927
Law Enforcement Student Association x4538
Maryland Consumer Interest Council x2141
Maryland Public Interest Research Group MaryPIRG
Maryland Student Union Advisory Board x2807
NAACP
People Active in Community Effort (PACE)
Progressive Student Alliance
Public Relations Society (PRSSA)
RM Recreation and Parks Society x2930
Residence Hall Association (RHA) Residence Hall Counsels
Student Alumni Board
Student Entertainment Enterprises
Student Government Association
Student Union Program Council x4987
Undergraduate Economics Association x4350
Undergraduate Sociology Association x5036
University Communications Association
University Stars
Urban Studies Undergraduate Student Organization x2488
Young Americans for Freedom
Young Democrats Club

Communications

Argus	x4839
Black Expression	x4067
Covert Review	x3726
Diamondback	x4325
The Diamer	
Ha Kouah	x6411
Terrapin Yearbook	x2230
The Wheelhouse	x2227
WMUC Radio Station	x2143

Fraternities and Sororities

Fraternities for college leadership, community service and social interaction. Membership drives at least once each semester.

International Student Organizations

Many international groups bring together students interested in cultural activities and languages. Contact Group Activities 1141 SU x5625 or International Education Services 2115 N Administration x4043 for information on how to get involved.

Minority Pre-Professional Societies

These groups sponsor activities for students interested in careers in many fields including engineering, business, law and health. Contact the Office of Minority Student Education 1121 Hornbake x4901 for information.

Undergraduate Studies
1115 Hornbake x2530
- General studies or individualized majors which cross department lines
- CUR and USP questions

4103 Turner Lab x2540
- Health professions

Activities and Organizations

Campus Activities
1141 S U x5625
or
Academic department offices
- Find out about how to join 400 student organizations

Career Development Center

3121 Hornbake x2843
- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews and credentials service

Counseling Center

Shoemaker x2931
- Emotional social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

classes begin
- Courses, times, places, and professors
- Section especially "What's New and Interesting"
- General requirements
- Lists of advisors
- Registration schedule fees

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- Major and general requirements

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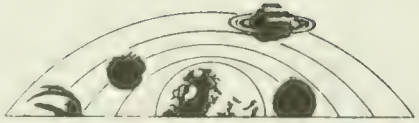

The Universe of Maryland is

UMap # 6 CONVENTIONAL

ARE YOU:

well organized
accurate
numerically inclined
methodical
conscientious
efficient

CAN YOU:

work well within a system
do a lot of paperwork in a short time
keep accurate records
use a computer terminal
write effective business letters

LIKE TO:

follow clearly defined procedures
use data processing equipment
work with numbers
type or take shorthand
be responsible for details

If this sounds a bit like you, use this **UMap** to explore areas of the **Universe of Maryland** that may be of particular interest to you. You will find many kinds of opportunities open to you at College Park. Drop by or call the offices indicated for more information.

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AREAS OF STUDY

Most areas of study offer to non-m[illegible]

[illegible]

Agricultural and Life Sciences

[illegible] 11 Symons [illegible]

Behavioral and Social Sciences
2115 Tydings [illegible]

[illegible]

INTERNSHIP, VOLUNTEER, AND JOB OPPORTUNITIES

[illegible] *and/or $$$ while yo[illegible]*

[illegible]

[illegible] or Records Technician

[illegible] TV and rad[illegible]
[illegible]ms

[illegible]

ORGANIZATIONS AND INVOLVEMENTS

[illegible]

Business

[illegible]

[illegible] e Advancement of Management

Minority Pre Professional Societies

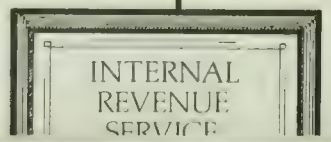
[illegible]

[illegible]

UMaps [illegible]

WHERE TO TURN . . .

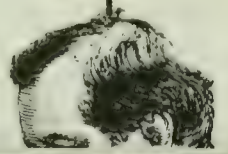
Academic Advising
Academic deans and department offices
- [illegible]



[illegible] Turner Lab [illegible]
- Health professions

Activities and Organizations
Campus Activities
[illegible] SU [illegible]
or
Academic department offices
- Find out about [illegible] over 400 student organizations

Career Development Center
[illegible]
- Career library
- Career planning courses and workshops
- Career counseling
- On-campus interviews and credentials service



International Education Services
2115 North Administration [illegible]
- Advising
- Personal counseling
- Immigration assistance
- Study abroad
- International student organizations

Job Referral Service
[illegible]
- Part time, summer, and temporary jobs on- and off-campus

Minority Student (PSA) Support Teams
Minority Student Education (MSE)
[illegible]
- Coping skills
- Advising
- Tutoring
- Career guidance
- Study lounge

Schedule of Classes
Two editions appear around campus for each semester—at pre-registration and just before classes begin
- Contains times, places, and professors
- See especially "What's New and Interesting"

Human and Community Resources

Mathematical and Physical Sciences and Engineering

CAREER POSSIBILITIES

This list of careers suggests some options which may interest you. Why not learn more about them in the Career Development Center Career Library, 0112 Hornbake, x4846, or at the Counseling Center, Shoemaker Hall, x2931.

Communications

the Undergraduate Advisor's Center
1117 Hornbake x2731, x4840
- Undecided
- Academic trouble shooting
- Pre-law

the Undergraduate Studies
1115 Hornbake x2830
- General studies or individualized majors which cross department lines
- GUR and USP questions

Counseling Center
Shoemaker x2931
- Emotional/social concerns
- Academic skills improvement
- Educational and career counseling
- Testing
- Personal growth groups
- Disabled student services

Experiential Learning Programs
0119 Hornbake x4767
- Internships
- Cooperative education
- Volunteer and community service

- General requirements
- List of advisors
- Registration schedule dates

TELUM INFO
x4-4-4636
Tel Phone or MLF 0806, 192.2.701
- Tape recorded messages which answer most commonly asked questions about UMCP, Schedule of Classes, etc. tape types

Undergraduate Catalog
University Book Center
Student Union Basement
Free with ID
- Course descriptions
- Major and general requirements

UMaps
Commuter Affairs
1125 SU x3645
- Personal copies of UMaps available

#1 Realistic
#2 Investigative
#3 Artistic
#4 Social
#5 Enterprising
#6 Conventional

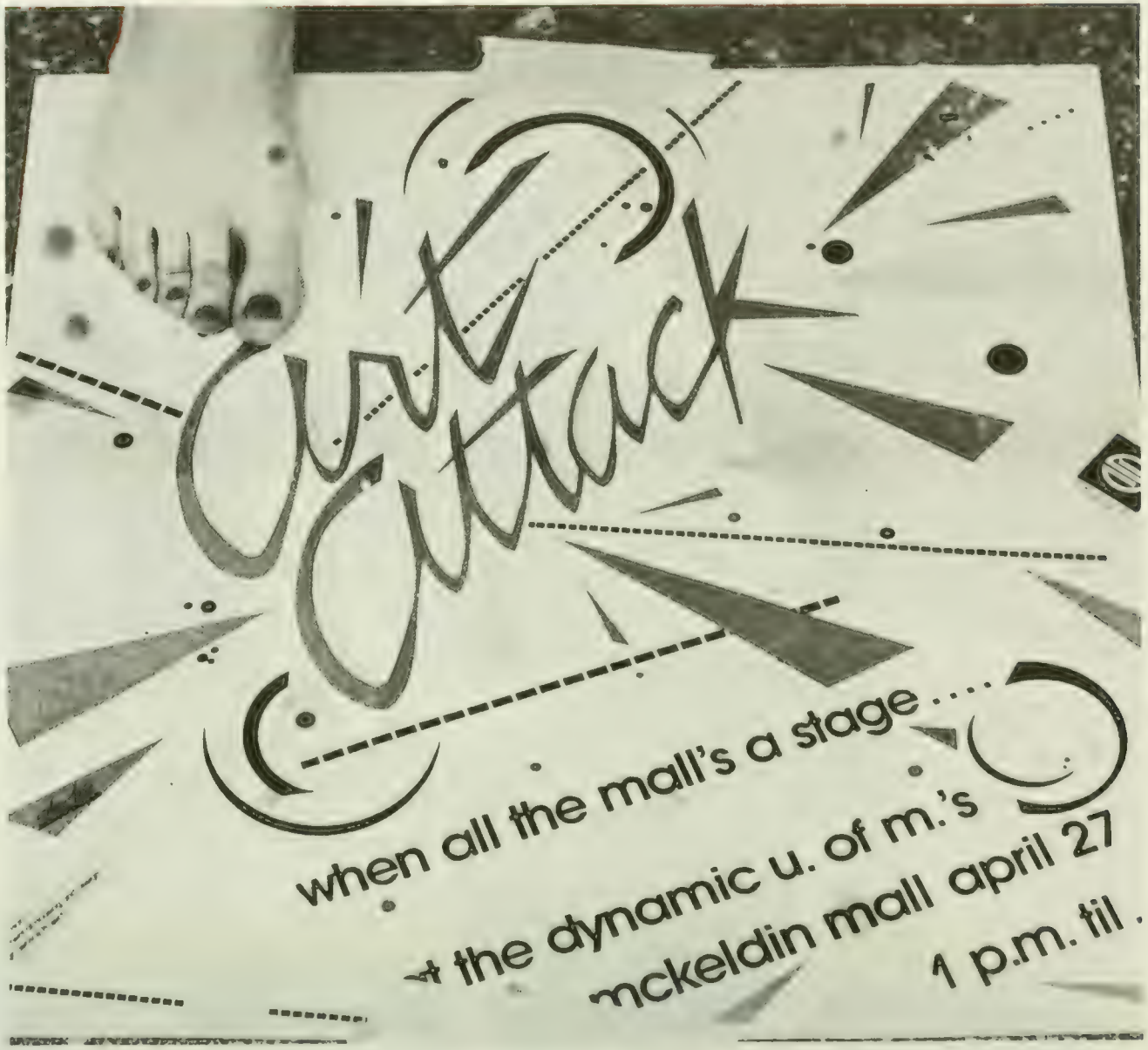
Office of Commuter Affairs
Division of Student Affairs
University of Maryland
College Park

Coordinator/Editor
Barbara Jacoby
Assistant Editors
Kathe Allen
Penny Rue

Finding Your Niche

Art Galleries

There are three art galleries on campus, two in the Art-Sociology Building and one in the Adele H. Stamp Union. The large University Gallery is located in room 2202 and features major contemporary and historical exhibitions organized by the Gallery or borrowed from other institutions. The West Gallery is a smaller space in the Art-Sociology Building which features the work of students here at the University. The Parents' Association Gallery is located in the Stamp Union and features contemporary and historical arts as well as Maryland arts. This gallery is open Monday-Saturday 8:00 a.m.-8:00 p.m. and Sunday 12:00 noon-8:00 p.m.



B'nai B'rith Hillel-Federation

Jewish Student Center
7612 Mowatt Lane
College Park, MD 20740
422-6200

The B'nai B'rith Hillel-Federation Jewish Student Center is the center of Jewish activity on campus. Hillel's programs include a variety of

cultural and religious, social and political programs. The diversity of the program is designed to meet the varied interests of Jewish students on campus. In addition the Center offers counseling services, a Judaica library, game room, TV lounge, dining area, classes and much more. To receive announcements call 422-6200 or send your name and address in for the mailing list to PO Box 187, College Park, MD 20740.

Campus Activities

1191 Stamp Union
454-5605

Campus Activities and student groups are a very important part of your life at the University.

If you are interested in joining or forming an organization, or if your organization needs help planning or conducting a special program, the Office of Campus Activities is the place to go. The staff members are here to help you, guide you, and provide any information you might need. Working with 300 student organizations, the Office of Campus Activities is a catch-all for all campus groups and organizations. A leadership unit complete with library offers a variety of opportunities for students and student groups. The office helps student groups help themselves.

Clubs and Organizations

Alcoholics Anonymous
Advertising Club, U of M
Agriculture and Resource Economics Club (AREC)
Aikido Club
Air Force ROTC
Amateur Radio Club, U of M
American Assoc. of Textile Chem & Colorists (AATCC)
American Marketing Association
American Nuclear Society
American Overseas Student Organ.
American Society of Interior Designers (ASID)
American Society of Microbiology
American Society for Personnel Admin.
Angel Flight
Arab Students (Organization of)
Art History Association
Art Student Association
ASAE Student Branch
Bangladesh Students Association
Black Engineers Society
Black Entertainment Enterprises
Black Student Union
Block & Bridle Livestock Club, U of M
Boxing Club, U of M
Cadet Corps Det. 330 AFROTC
Campus Crusade for Christ
Caribbean Student Association
CARP-Collegiate Assoc. for Research Principles
Cercle Francais/Circolo Italiano
Chancellor's Student Advisory Council
Chess & Backgammon
Chess, Go, Shogi, & Backgammon U of M
Chi Epsilon
Chinese Culture Club
Chinese Student Association
Circle K Club
Coalition for Reproductive Choice
College Bowl Comm., U of M
Collegiate 4-H Club
Criminal Justice Student
Democrat Socialists of America
Disabled Student Alliance
Eastern Orthodox Fellowship
English Undergraduate Assoc.
Environmental Conservation Organization
Equestrian Riding Program, U of M
Facets (SUPC)
Filipino Cultural Association
Finance, Banking & Investment Society
Food Science Club, U of M
Forestry Club, Strumpsprouts, U of M
Fourth Students at MD (Cycle)
Fusion Club
Gay Lesbian Student Union
General Honors Program
Geology Club
Glass Onion Concerts
Global Issues Forum Committee
Gospel Choir, U of M
Graduate Student Association
Gymkana Troupe, U of M
Hang Gliding Association, U of M
Health Center Advisory Board
Health Professional Club
Hellenic Club
Help Center
Hispanic Club
History Undergraduate Association
Horticultural Club
Ice Hockey Club, U of M
In Ag Club
Indian Student Association
Institute of Electrical & Electronic Engineers
Interfraternity Council
Inter-Varsity Christian Fellowship
Iranian Students Association
Israeli Student Society
Japan Club
Jewish Student Union
(The) Kaegethos Society
Korean Christian Campus Ministry
Korean Student Association
Latin American Student Union
Lebanese Cultural Association
Legal Honorary Society
Luzo Brazilian Club
Maryland Food Co-op
Maryland Historical Simulation Society
Maryland Leadership Development Team
Maryland Medieval Mercenary
MaryPIRG
Maryland Recreation Society
Maryland Space Futures Assoc.
Maryland Women's Rugby Football
Maryland Men's Volleyball
Minority Computer Science Society
Monarchist Party

Student Coordinator: Matt Zanger

The facilities are open to all, students and faculty, staff and alumni, as well as the general public. A membership fee gives you full use of equipment and supplies or you can use the Craft Center on a per hour fee basis. Memberships are $15.00 for students and $25.00 general, per semester. The Craft Center is open:

Monday-Thursday, 12 noon until 10:00 p.m.

Friday, Saturday and Sunday, 12 noon-5:00 p.m.

Fraternities

Alpha Epsilon Pi
No. 13 Fraternity Row, 277-9819

Alpha Gamma Rho
7511 Princeton Avenue, 927-9831

Alpha Phi Alpha
3105 Main Dining Hall, 454-4952

Alpha Tau Omega
3105 Main Dining Hall, 454-4952

Beta Theta Pi
1211 L Stamp Union, 454-4952

Delta Sigma Phi
4300 Knox Road, 927-9770

Delta Tau Delta
No. 3 Fraternity Row, 864-9780

Delta Upsilon
No. 6 Fraternity Row, 454-6051

Gamma Epsilon Theta
1211 L Stamp Union, 454-4952

Monoply Club
Moslem/Iranian Students Society
Muslin Students Association
NAACP
National Association of Accounts
Navigators
Oriental Defense Arts Club
Outdoor Recreation Committee SUPC
Pakistani Student Association
Palestinian Friendship Association
Panhellenic Association
Philosophy Student Association, UMCP
Physical Therapy Club
Poultry Science Club, U of M
Pre-Dental Society, U of M
Pre-Medical Society
Pre-Professional Hispanic Club
Progress
Progressive Student Alliance
Public Relations Student Society of America
Puerto Rico Statehood Association
Racquetball Club, U of M
Residence Halls Association
Rugby Club
Sailing Association, U of M
Science Fiction Media Association
Semper Fidelis Society
Sigma Delta Chi
Singapore Cultural Association
Ski Club (see Terrapin Ski Club)
Slavic Circle
Society of American Military Engineers
Society of Advancement of Management
Society of Fire Protection Engineers
Society of Women Engineers
Square Dance Club, U of M
Sports Car Club, U of M
Striving for Success
Student Alumni Board
Student Entertainment Enterprises
Student Government Association
SUPC (Student Union Executive Board)
Surfing
Table Tennis Club, U of M
Terrapin Ski Club
Terrapin Trail Club
Thai Student Association
Toastmasters, U of M
Training Center for Basic Cardiac Life Support
Transcendental Mediation Club
Turkish Student Association
Ukrainian Student Association, U of M
Ultimate Frisbee Organization (UFO)
Undergraduate Psychology Association
United Jewish Appeal
University Commuter Association
University Talent Show
University Theatre
Veteran's Club, U of M
Veterinary Science Club
Vietnamese Student Association
Waterpolo Club
WMUC, AM65/FM88
Women's Center
Women's Rugby Club (see Maryland Rugby Club)
Women's Soccer Club, U of M
Women's Softball
Young Americans for Freedom
Young Democrats, U of M
Zoology Undergraduate Student Committee (ZUSC)

Craft Center

454-4754

The University's Craft Center, located on the ground floor of the Stamp Union, "is the place to make it."

The Center houses facilities for black and white photographic developing, a pottery lab, woodworking, silkscreening, weaving and more!

For those of you interested in learning these different crafts, the Craft Center offers a range of classes and workshops, from beginner to advanced. A supply store for art and craft materials is also available.

Iota Phi Theta
1211 L Stamp Union, 454-4952

Kappa Alpha
No. 1 Fraternity Row, 454-6061

Kappa Alpha Psi
1211 L Stamp Union, 454-4952

Kappa Sigma
7305 Yale Avenue, 927-1869

Phi Beta Sigma
1211 L Stamp Union, 454-4952

Phi Delta Theta
4605 College Ave., 927-9884

Phi Gamma Delta
7501 Hopkins Avenue, 864-9398

Phi Kappa Sigma
No. 5 Fraternity Row, 454-6067

Phi Kappa Tau
7404 Hopkins Ave., 864-9816

Phi Sigma Delta
No. 14 Fraternity Row, 454-5926

Phi Sigma Kappa
No. 7 Fraternity Row, 779-9601

Pi Kappa Alpha
4340 Knox Road, 779-9801

Sigma Alpha Epsilon
No. 4 Fraternity Row, 454-6065

Sigma Alpha Mu
No. 2 Fraternity Row, 277-9770

Sigma Chi
4600 Norwich Road, 864-9807

Sigma Nu
4617 Norwich Road, 927-9187

Sigma Pi
1211 L Stamp Union, 454-4952

Tau Epsilon Phi
4607 Knox Road, 864-9513

Tau Kappa Epsilon
1211 L Stamp Union, 454-4952

Theta Chi
7401 Princeton Ave., 779-9715

Zeta Psi
7403 Hopkins Ave., 779-3750

Theta Chi
7401 Princeton

Zeta Psi
7403 Hopkins Ave., 779-3750

Game Rooms

If you can't find anything to do between classes, head down to the basement level of the Stamp Union. You'll find pinball machines, computer games, billiards and a 10 pin bowling lane. And if those games don't interest you, then stop into the T.V. room adjacent to the bowling lanes, and catch the soaps or challenge a friend in backgammon. The Macke Room on the ground level also has a wide assortment of pinball and video machines.

Greek Life

Greek Life refers to the Greek letter societies which make up the fraternity and sorority system.

If you want to add a bit of color to your college years, you might want to look into fraternity life. Fraternities are organizations for men designed to promote scholarship and leadership, stimulate social interaction, and offer the opportunity for development of meaningful relationships to everyone who joins.

Honoraries

Office of Campus Activities
1191 Stamp Union 454-5605

Alpha Chi Sigma
Chemistry
Alpha Epsilon
Agricultural Engineering
Alpha Kappa Delta
Sociology
Alpha Lambda Delta
Freshmen
Alpha Phi Sigma—Omega Iota
Criminal Justice
Alpha Zeta
Agriculture and Life Sciences
Beta Alpha Psi
Accounting
Beta Gamma Sigma
College of Business & Management
Chi Epsilon
Civil Engineering
Delta Nu Alpha
Transportation
Delta Phi Alpha
National German Honor Society
Delta Sigma Pi
Business
Eta Beta Rho
Hebrew
Eta Kappa Nu
Electrical Engineering
Gamma Theta Epsilon
Geography
Iota Lambda Sigma
Industrial Education
Kappa Delta Pi
Education

Intramural Sports and Recreation

See "Let's Get Physical"—Student Athletics portion of calendar.

PACE

2144 Stamp Union
454-4275

The dilemma of getting the experience that's required to land a good job is being solved by the work of PACE (People Active in Community Effort).

For over fifteen years, PACE has been matching University students with volunteer jobs in areas as diverse as mental health care and tutoring, providing students with practical experience and the satisfaction of helping and caring. In addition to finding volunteer jobs for students, PACE provides transportation to many of the projects.

Once again, students will have the opportunity to work with projects in areas which include mental health, rehabilitation, medical care, tutoring, geriatrics, and counseling. Those being served by PACE volunteers include Washington Hospital Center, Community Care Services, Sunshine Outreach Center, St. Elizabeths Hospital, and other Washington area service organizations.

PACE invites you to drop by or call, and let us tell you of the opportunities that we can offer you.

Room Reservations

If your organization needs space to meet, then give room reservations a call.

For on-campus academic and non-academic buildings including the Chapel, call 454-4409. For rooms in the Center for Adult Education call 454-2325 or 779-5100.

If you need space in the Stamp Union for rooms, display cases, or tables, call 454-2809.

The sororities for women are an integral part of the Greek system as well. These organizations exist for the mutual benefit in getting the most out of the college years. Sororities stress scholarship and leadership services to the campus and community and development of strong long-lasting friendships.

Greek Week

April and Fraternity Row mean only one thing, Greek Week, as the members of the 52 fraternities and sororities combine their talent and energy in a week long celebration of the spirit and unity of the Greek System at Maryland. The week begins with a re-dedication ceremony, continues with a wide variety of events each day designed to enhance philanthropy, spirit, competition and the success of the Greek System. Regardless of the reasons, it's an experience guaranteed to create excitement in participants and/or observers.

Homecoming

One of the big events of the fall semester is Homecoming, an entire week of traditional and occasionally non-traditional events. Spirit abounds and activities are as varied as a carnival. Dorm, commuter, Greek and special interest groups compete all week for spirit awards, including Theme Decorations, Parade Floats, and a Dance Contest. A parade winds through the campus leading the way to a pep rally and bonfire. Naturally Homecoming would not be complete without a Terrapin football game and evening festivities.

Kappa Kappa Psi
  Band
Kappa Tau Alpha
  Journalism
Mortar Board Honor Society
  Service, leadership, scholarship
Omega Chi Epsilon
  Chemical Engineering
Omicron Delta Epsilon
  International Economics Honor Society
Omicron Delta Kappa
  Honorary recognizing high standards in collegiate activities
Omicron Nu
  National Home Economics Honorary
Phi Alpha Epsilon
  PERH majors
Phi Alpha Theta
  International Honor Society for History
Phi Beta Kappa
  Liberal Arts and Sciences
Phi Chi Theta
  Business
Phi Eta Sigma
  Freshmen
Phi Kappa Phi
  All Academic Fields
Phi Sigma
  Biological and all pure and applied fields
Pi Alpha Xi
  Floriculture and ornamental horticulture
Pi Mu Epsilon
  Mathematics
Pi Pi
  National Slavic Honor Society
Pi Sigma Alpha
  Government and Politics
Psi Chi
  Psychology
Salamander Honorary Society
  Fire Protection Engineering
Sigma Delta Chi
  Journalism
Sigma Gamma Tau
  National in Aerospace Engineering
Sigma Phi Alpha
  Dental Hygiene
Tau Beta Pi
  National Engineering Honorary
Tau Beta Sigma
  Band

Sororities

Alpha Chi Omega
  4525 College Avenue, 864-7044

Alpha Delta Pi
  4603 College Avenue, 864-8146

Alpha Epsilon Phi
  No. 11 Fraternity Row, 454-5982

Alpha Gamma Delta
  4535 College Avenue, 864-9806

Alpha Kappa Alpha
  3105 Main Dining Hall, 454-4952

Alpha Omicron Pi
  4517 College Avenue, 927-9871

Alpha Phi
  7402 Princeton Avenue, 927-0833

Alpha Xi Delta
  4517 Knox Road, 927-1384

Delta Delta Delta
  4604 College Avenue, 277-9720

Delta Gamma
  4518 Knox Road, 864-9880

Delta Phi Epsilon
  4514 Knox Road, 864-9692

Delta Sigma Theta
  3107 Main Dining Hall, 454-4952

Gamma Phi Beta
  No. 9 Fraternity Row, 454-6089

Kappa Alpha Theta
No. 8 Fraternity Row, 454-6088

Kappa Delta
4601 College Avenue, 864-9528

Kapa Kappa Gamma
7407 Princeton Avenue, 277-1511

Phi Sigma Sigma
4531 College Avenue, 927-9828

Pi Beta Phi
No. 12 Fraternity Row, 864-9436

Sigma Delta Tau
4516 Knox Road, 864-8803

Sigma Kappa
No. 10 Fraternity Row, 927-6244

Zeta Phi Beta
1211 Stamp Union, 454-4952

Stamp Union Programs

0219 Stamp Union
454-4987

Hoff Theater! Craft Center! Glass Onion Concerts! College Bowl National Champions! These are only a few of the many diverse activities which Stamp Union Programs provides for the campus community.

Stamp Union Programs consists of the Stamp Union Program Council (SUPC) and Stamp Union Program Department (SUPD). SUPC is comprised of ambitious student volunteers who initiate and implement programs in cooperation with a trained professional staff. SUPC committees include College Bowl, Film, Glass Onion Concerts, Outdoor Recreation and Spectrum Showcase.

In addition, Stamp Union Programs offers several services at a reasonable cost for students, staff and faculty. These services include:

Outhaus

The Outhaus is your campus spot for information on places to go both locally and across the region and country for outdoor recreation. Maps, bike routes, trails and waterways: you are always welcome to come in browse through these materials. When you've chosen your trip, rent our camping gear at discount rates or buy your own equipment from our in-stock selection or special order catalogs. We're located in the basement next to the Rec Center and Food Co-op, 454-2186.

Spectrum Showcase

Spectrum Showcase strives to present a wide "spectrum" of alternative entertainment to the campus community. Dance, drama, film, music and comedy are the types of entertainment that have been served up by Spectrum over the past year. This rather free form committee is looking for people who would like to see more of the non-mainstream types of entertainment brought to campus. Call 454-4987 for further information on SPECTRUM SHOWCASE.

Terrapin Trot

The annual Terrapin Trot, a 10 kilometer (6.2 miles) foot race through the beautiful University of Maryland campus, was initiated in 1980 and has been run each succeeding year in October. The Trot just keeps getting bigger and better every year. Each registrant received an official Terrapin Trot T-short and is eligible to compete for the top prizes. So why not make plans to join in the excitment of this year's race!

Wanderlust Unlimited

A unique program which sponsors distinguished film lecturers who present their travel and adventure films in the Hoff Theater. These lecturers are among the best in their professions, having presented their film programs worldwide at colleges, universities, cultural centers, museums and on such prestigious series as the National Geographic Society Programs. This program is presented approximately seven times a year with options for Sunday afternoon or Monday evenings.

Hoff Theater

Hoff Theater, located in the Stamp Union northwest end, is the place to go for inexpensive first-rate movies. Hoff brings the campus community contemporary favorites and blockbusters, old American and foreign classics, and party-type action/adventure series for half the price of off-campus theaters. The Hoff Theater features Dolby sound, 746 seats and a large screen, Tuesday-Sunday for only $1.25 and I.D. for students. On Friday and Saturday you late night moviegoers can catch the featured midnight movie.

Maryland Roundtable

Every month this program tunes in on a single issue and brings people with separate views together in an informal discussion format. Topics include concerns of national interest, social awareness and cultural exposure.

Mini Courses

Utilizing various rooms in the Stamp Union, Stamp Union Programs offers non-credit lifetime courses which encompass a wide spectrum of interests for individuals to pursue. A semesterly brochure details the courses. Watch for it! Registration is at the Stamp Union Ticket Office. Fees are charged for each course.

Student Entertainment Enterprises (SEE)

Rock and roll, ballet, jazz, and lectures—these are all programs sponsored by Student Entertainment Enterprises. A student run organization, SEE provides UMCP students a chance to become involved with the planning and administration of one of the largest events promotion groups found on an American campus. If you want to be in on the decision-making, promoting, or be a more knowledgeable member of the audience, call SEE at 454-4546, or stop by their office at 1211G Adele Stamp Union.

All Niter

In the beginning of each fall semester, the Stamp Union keeps its doors open until 3:00 am with the annual All Niter. Food demonstrations, movies, music and more programs than you can imagine are all squeezed into every room, lounge and hallway of the Union. It's our invitation to you to explore what we have to offer and to be our guest for a night of continuous entertainment.

Art Gallery (see separate listing)

Atrium Showcase

Any Wednesday while the University is in session, you will find the noon hour livened up with the Atrium Showcase. Atrium Showcase programs are free and open to the public and include such entertainment as opera, wind ensembles, folk music, gospel, etc. Bring a friend, bring your lunch and enjoy the entertainment.

Audubon Wildlife Series

Wildlife films, personally narrated by the photographer, are sponsored Monday evenings in the Hoff Theater. Alaska, Florida's Everglades, Africa's animals, the desert's flowers — explore these fantastic places and talk to the people who have been there. Subscription rates available.

Bicycle Race

Just as the Terrapin Trot has become a tradition in the fall semester, the Bicycle Race will soon establish itself as a tradition in the spring semester!

The Bicycle Race, which will actually consist of sixteen different races, will match not only some of the top racers in the area, but also those "racers" who just like to peddle for the fun of it. Be sure to watch for details on this major campus event!

Craft Center (see separate listing)

Noontime Lecture Series

Each Thursday at noon in the Tortuga Room, Stamp Union Programs presents a lecture program. Bring a bag lunch and listen to campus and community speakers focus on health, science, politics, fine arts, etc.

College Bowl

This program sponsors academic quiz competitions on several levels. The fall and spring intramural tournaments pit teams against each other from dorms, clubs, Greeks and other interested individuals. Subjects include: history, science, sports, current events, literature, etc. Outstanding players from these competitions are selected to play against schools like Michigan, MIT and Harvard for the regional and national championships. Maryland has won the Regional Title for the past four years and won the National title in 1981.

If you have the competitive spirit and want to participate in the varsity sport of the mind, call or drop by Stamp Union Programs in Room 0219 Stamp Union.

Forum

On one Monday a month, the Atrium is turned into a forum for the campus community to focus in on a specific topic. Participation by the audience is encouraged, which helps this program to be very stimulating.

If you have a program you would like to see implemented or if you are interested in participating in or coordinating such an activity, call or drop by Stamp Union Programs.

Glass Onion Concerts

Glass Onion Concerts presents top notch national and regional entertainment at affordable prices on a regular basis to the campus community. All concerts take place in the Grand or Colony Ballroom of the Stamp Union.

In the past, Glass Onion Concerts has brought to campus such quality entertainment as: NRBQ, the Dregs, the Ramones, the Nighthawks, Maynard Ferguson, Rick Danko, the Nitty Gritty Dirt Band, Nona Hendrix, David Johansen, George Thorogood, Talking Heads, among many others. This semester will prove to be no exception as Glass Onion Concerts strives to bring to campus the entertainment that you want to see.

Student Government Association (SGA)

1211D Stamp Union
454-2811, 454-5688

Your Student Government Association is a body of elected students who serve as an umbrella organization for all student groups at UMCP. It is composed of the Legislative, Executive and Judicial Branch, which are chosen by general elections each fall.

This organization is responsible for protecting and voicing student interests, rights and concerns before the campus administration, the Board of Regents and the State Legislature. Student Government is also responsible for allocating your student activities fee to various student organizations which provide services to the campus.

Now you know what SGA is, how do you get involved? Simple. Come by our office in the Stamp Union or call the office at 454-2811 or 454-5688. The extent of your involvement is limited only by your own personal desire. You can get involved with an established committee, or if you have an idea that would benefit the students you can start your own special project.

Student Government Association provides many services including the Record Co-op, the Student Legal Aid Office, State and local lobbying groups, the Finals Relief Center and the Star Center.

Through your involvement in Student Government, not only can you enhance your quality of education, but it will improve the quality of life here at College Park.

Theatre

For a relaxing break from the grind of studies, a bit of culture might be just the right thing. University Theatre offers a varied slate of major shows in Tawes Theatre each year. There are also productions in the nearby Gallery Theatre and Experimental Theatre with a diverse selection of shows. For those afflicted with the acting bug, all auditions, mainstage, Gallery and "E.T.," are "open" to all students and are usually announced in the *Diamondback*. If you'd rather just watch, student tickets, at the Tawes Theatre Box Office, are modestly priced.

Washington, D.C.

Transportation

Transportation seems to breakdown into two categories: the "haves" and the "have nots". The haves are those of you who are fortunate enough to have a car available to you. Since parking is so tight downtown in Washington, we suggest that you do not drive, if possible. The "have nots" then, are those of you who do not have a car available and were smart enough to adhere to our advice given above. Washington is blessed with a very reliable bus system and a subway system that is among the most modern in the world.

Your first trip downtown would be best accomplished on a weekend, since it is less crowded, and because the people downtown on weekends will be as lost as you (tourists). Start your trip by boarding a Metro-Bus in front of the Stamp Union (Route R-2 southbound) and stay on until Brookland Metro Station. The Metro-Bus stops in front of the Union every 60 minutes and will cost about $.75 on weekends. Make sure you bring plenty of change since the bus drivers do not make change.

Entering the Metrorail station may make you feel as if you have slipped ahead into the Twilight Zone. The Metro stations are all ultramodern and very automated. In the entrance of every metro station is a placard that details the Metro farecard systems. It is a three step process to obtain a Metro farecard. First find a farecard machine and insert one dollar bill into the machine (wrinkled dollars don't work well). Next select the farecard value you need (it will automatically show the amount you inserted). The last step then, is to push the button on the right and remove your farecard. Use your farecard to enter the Metro system by inserting it into the gate with the green light and white arrow. Upon exiting the Metro system, insert card again and you card will be returned to you if there is money left on it.

Another Smithsonian must is the East Wing in the National Gallery of Art. Construction was completed on this architectural wonder in 1978. A walk around this building, with its moving sidewalk, indoor waterfall, and perhaps a bite to eat in their excellent cafeteria will highlight any trip to the Smithsonian.

No matter what part of the Smithsonian you visit, a fun and enjoyable day is yours,. . .but only if you do it. The Smithsonian is never as great when you listen to someone *tell* you what a great day *they* had.

Restaurants

Washington is famous for both its fantastic restaurants and its wide variety of nightspots.

Perhaps the greatest concentration of excellent restaurants, bars, and shops is in Georgetown. The heart of Georgetown is located on Wisconsin and M Streets downtown. Georgetown is largely a walking experience, with thousands of people on a sunny afternoon or a clear Friday night wandering from place to place. Unlike the rest of Washington, it is easiest to drive into Georgetown and park as near as possible to the corner of Wisconsin and M Street.

There are many other areas that offer quality establishments that serve a variety of food and refreshments. Connecticut Avenue north and south of Dupont Circle (Metro Rail station) is famous for its sandwich shops, movie theaters and restaurants. Another excellent area is on Pennsylvania Avenue north of the Capitol south Metro stop. This area fondly called "Capitol Hill", has many ethnic restaurants where the executive crowd from Washington hang out. Who knows you might even bump into a Senator.

University Talent Show

The spring semester is the traditional time for the University Talent Show, the only event on campus focusing on amateur competition in the performing arts (singing, dancing, and comedy skits). This variety show comes complete with musicians, dancers and comedians, and any students are eligible to audition and bring hidden talent to the world's attention.

Smithsonian

Once on the Metro system at Brookland, you will need to travel on the Dupont Circle line (Red line) until you arrive at Metro Center. You will then get off at Metro Center and transfer to the Orange Line going towards New Carrollton or on the Blue Line toward Stadium Armory. Once having transferred lines, disembark at the Smithsonian exit, and you will find yourself smack in the middle of all the museums, the White House, Washington Monument, and the Capitol. First priority should be a perusal of some of the museums that interest you. The Smithsonian Institute is not one building, but a series of over ten different museums. A place to start might be the Air and Space Museum, which contains incredible displays of aviation and space history, as well as a planetarium, and two films "To Fly" and the "Living Planet" which are spectacular scenic voyages around our globe on a five story high screen. These two films are an absolute must for Washington explorers.

WMUC AM65 and FM88

The University of Maryland has two student operated, managed and maintained radio stations, as well as one of the largest record libraries in the area.

WMUC-AM65 gives the students of College Park the very best in today's contemporary music. AM65 combines the old and the new, the best in today's album rock, new music, Top-40, and your favorite oldies.

WMUC-FM88 can be heard within a 20-mile radius of the University and brings a unique blend of the latest new wave, rock, funk, jazz, classical, folk, bluegrass, comedy, relevant news, and interviews with touring artists and local band members.

Both AM65 and FM88 also give away tickets to concerts and Maryland sports events, albums, and a variety of other things.

Auditions for DJs and other staff positions are held at the beginning of each semester.

Let's Get Physical

Armory

454-3124

Another fine sports facility is the Reckord Armory, located behind the Main Administration Building. Recreationalists may pursue a wide variety of sports including basketball, tennis, volleyball, box lacrosse, and jogging. From November through March, indoor tennis courts are available from 9:00 a.m. to noon on Tuesday, Thursday, and Fridays, and 6:00-9:00 p.m. on Saturdays. Reservations are necessary to assure court time and may be made by calling 454-3124.

The Armory is available for jogging on a space-available basis. (Jogging opportunities are also available on the promenade in Cole Field House, around the track in Byrd Stadium, along the perimeter of the Golf Course and on the Parcourse.)

The basketball courts are available for free play Monday and Wednesday 2:00 p.m.-6:00 p.m., Tuesday and Thursday, Noon-6:00 p.m., Friday Noon-10:00 p.m., Saturday and Sunday 10:00 a.m.-9:00 p.m. (Beginning Oct. 15). Courts are closed weekdays Nov. 26-Mar. 15 for Varsity Track Practice 3:00-6:00 p.m.

Intramural Sports and Recreation

The University of Maryland offers one of the finest intramural sports and recreation programs in the country.

Official announcements on intramural sports and special events are posted in the Armory lobby just outside the Intramural Sports and Recreation Office. Stories and announcements on ISR events can be found regularly on the sports page of the Diamondback. Finally, a daily recorded listing of activities, operating hours of recreational facilities and up-to-date announcements is handy by calling Rec-Check 454-5454.

ISR staff sponsors 22 activities for undergraduate men, women, men and women on a coed basis, and for graduate students, faculty and staff also on a coed basis. There are over 16,000 participants in ISR activities yearly.

Men's sports are divided into three leagues: Dormitory, Fraternity and Open. Greek and dorm residents may compete in either their own leagues or with the commuters in the Open league. Women compete in the Women's League.

Fall semester activities include badminton, cross country, men's dorm bowling, golf, one-on-one basketball, one-pitch softball, outdoor soccer, swimming and diving, flag football, volleyball, tennis and table tennis. In the spring semester the activities are basketball, foul shooting, handball, racquetball, indoor soccer, softball, box lacrosse, weightlifting, wrestling, horseshoes, and track and field.

Winners and finalists in team, individual, and dual sports in the "A" leagues receive awards of gold or silver medals. First place finishers may opt for an "Intramural Champion" T-shirt instead of the gold medal.

The ISR staff also offers special events throughout the year, such as the very popular Sports Trivia Bowl, arm wrestling and super racquet tournaments and the home run derby.

Outdoor Courts and Sports

When the sun is out and recreation is on your mind, there are many outdoor courts available on campus. For tennis buffs, the University has 38 courts. Fourteen can be found west of Cole Fieldhouse, eight on Valley Drive, eight east of the PERH Building, two east of the Main Dining Hall, and six south of Preinkert Fieldhouse. Only the Preinkert courts are unlighted.

Ten lighted basketball half-courts are located at the South Hill Quad, ten on the Byrd Stadium Promenade, four in the Leonardtown Complex, two north of Cumberland Hall and two north of the Denton Complex.

For the country club scene, the University offers a fine 18-hole, par-71 golf course west of Byrd stadium. The lighted driving range and putting green are closed in the winter, but the course remains open all year. Nominal greens fees are charged, but you can't beat having your own course across the street. Limited equipment rentals are available. Call x2131.

PERH Building (North Gym)

For sports enthusiasts on campus, the Physical Education, Recreation and Health Building (North Gym), contains practically every athletic facility that one could imagine. This beautiful building, with its spacious, foliated mall and skylight domes, houses the College of Physical Education, Recreation and Health. It has two gymnasiums, 14 racquetball/handball courts, two squash courts, a gymnastics room, a weight training room, a matted room for wrestling and judo, as well as three multi-purpose rooms.

Access to open facilities may be gained by showing picture ID and current semester UMCP registration cards.

Spectator Sports

If you enjoy watching first class college athletics, you've come to the right place. The University of Maryland is a member of the highly touted Atlantic Coast Conference and fields varsity teams in football, basketball, baseball, cross country, lacrosse, soccer, swimming, tennis, track, and wrestling. The women's varsity athletics at Maryland include basketball, cross country, field hockey, gymnastics, lacrosse, swimming, tennis, track, and volleyball.

All full-time undergraduates pay an Athletic Fee which is good for admission to home athletic events. For football games, full-time undergraduates will be admitted at the West Gates of Byrd Stadium by showing both their current photo ID and registration card. For men's basketball games, individual game tickets are distributed. Information and a schedule of ticket pickup dates will be available in mid-November at the Athletic Ticket Office in the main lobby of Cole Field House and in the Diamondback. For women's basketball and men's lacrosse, full-time undergraduates will be admitted by showing both their current photo ID and registration cards. See you there!

Squash/Handball/Racquetball/Basketball/Badminton
Court Reservations x5265
Basketball/Volleyball/Indoor Tennis Court Reservations x3124
RecCheck x5454
Part-time Jobs (Facility supervisors, referees, field maintenance crew, lifeguards, etc.) x3124

(See the "Let's Get Physical" section for more information on UMCP's recreational facilities.)

Because of the large demand for court space, reservations for basketball, volleyball, badminton, squash, handball and racquetball courts should be made in advance by calling 454-5624. Reservations are not necessary for the weight-lifting machines and cycle stands which are available in the weight room Sunday-Friday from 5:00 p.m.-10:00 p.m.

Monday-Friday ..... 5:00 p.m. — 10:00 p.m.
(Until 11:00 p.m. for handball, racquetball and squash)
Saturday ..... 10:00 a.m. — 10:00 p.m.
Sunday ..... 2:00 p.m. — 10:00 p.m.
(10:00 a.m.-10:00 p.m. for handball, racquetball and squash)

Swimming Pools

No matter if you like to swim fifty laps a day, perform swan dives or just float and soak, the pools in Cole Fieldhouse and Preinkert Fieldhouse are open virtually year round for recreational purposes. You'll need to show your photo I.D. and current registration cards.

Cole Pool Hours—Mon.-Fri. 7 p.m.-10 p.m., Sun. 3-8 p.m.

Preinkert Pool Hours—Mon.-Fri. 4:30-10 p.m., Sat. 3-8 p.m.

U. of Md. Jargon

A

AFROTC
Air Force Reserve Officer Training Corps

A&H
The Arts and Humanities Division of the University

All-nighter
1) Extreme illustration of cramming by staying up all night.
2) An extravaganza held in the Stamp Union every September. Events include games, movies, concerts and sales.

ALSC
The Division of Agriculture and Life Sciences

B

BPA
Business and Public Administration

BSOS
The Division of Behavioral and Social Sciences

BSU
Black Student Union

C

Complexes
High rise dorms by University Blvd.

Cram
To put maximum effort into studying (usually last minute)

"cume" (rhymes with rooms)
Cumulative grade point average

D

Dairy
Ice cream place run by the University on Route 1

DBK
The *Diamondback*, a daily campus newspaper

DHCR
Division of Human and Community Resources

dormer
One who lives in a dormitory

dessert
Mixer held by fraternities and sororities

drop/add
To make adjustment in your class schedule

E

ECO
Environmental Conservation Organization. A campus recycling and environmental awareness group

F

frat
A fraternity

frosh
A freshman

G

G.A.
A graduate assistant

Glass Onion Concerts
A student run group sponsored by the Stamp Union Programming office that promotes and produces concerts in the Stamp Union

G.P.A.
Grade point average

graham cracker
A block of Greek houses between College Ave. and Knox Rd.

Greek
A member of a social fraternity or sorority

GUR
General University Requirements

H

HAC
Hill Area Council

the hill
The area in the center of the campus including those residence halls

hourly
An examination

I

IFC
The Intrafraternity Council which coordinates men's social fraternity activity

ISR
Intramural Sports and Recreation

J

jud board
One of several groups of students involved in the judicial process of the University

M

Macke room
Areas in buildings where vending machines have been installed

The Mall
The area between the library and the Administration Buildings that is a gathering place for students on a nice day

mixer
A social gathering of students usually sponsored by an organization

MPSE
Division of Math, Physical Sciences and Engineering

N

NGR
No grade reported

Nyumburu
Freedom house (Swahili), the Black cultural center

P

PACE
People Active in Community Effort—a student organization that coordinates community involvement

PHC
Pan Hellenic Council; governing body for predominantly Black fraternities and sororities

pledge
(n) A person in the process of receiving training before becoming installed as an active member in a fraternity or sorority
(v) to join a fraternity or sorority

R

R.A.
Resident assistant in a dormitory

R.D.
Resident director of a dormitory

R.H.A.
The residence halls association

the row
The fourteen Greek houses in a horseshoe shape facing Route 1

rush
A period of time (usually at the beginning of each semester) when fraternities and sororities recruit new members

S

S.E.E.
Student Entertainment Enterprises

SGA
The Student Government Association

stacks
Cubicles and shelves of books in the library

T

T.A.
Teaching assistant; a grad student with teaching responsibilities

Terabac
Restaurant in the Cambridge complex featuring entertainment

Terps
The nickname of the athletic teams

Testudo
The school mascot whose statue is in front of the McKeldin library

U

UCA
University Commuters Association

UGL
Undergraduate library or Hornbake Library

UMAB
University of Maryland Baltimore

UMBC
University of Maryland Baltimore County

UMCP
University of Maryland College Park

UMES
University of Maryland Eastern Shore

USP
University Studies Program

Instant Info

ACADEMIC ADVISEMENT		
1. Declared Majors	1. See Schedule of Classes	x3040 or
2. Undeclared	2. Undergraduate Advisement Center, 1117 Hornbake Library	x2733
ATHLETIC DEPARTMENT	Cole Field House	x4705
BILLS PAID		
1. General University	Office of the Bursar	x4831
2. Housing	South Admin.	x2711
BOOKS		
University Book Store	Stamp Union Bldg.	x3222
CAMPUS EVENTS		
SEE	Stamp Union 1211G	x4546
SUPC	Stamp Union 0219	x4987
SU Information	Stamp Union	x2801
CAREER INFORMATION	Career Development Center, 3rd Floor, Hornbake Library	x2813
CARPOOL MEMBERS OR INFORMATION	Office of Commuters Affairs, SU 1195	x5275
CHECKS CASHED	Citizens Bank Ground Floor, SU	x2827
CONSUMER ADVOCATE		xFOOD
COUNSELING (educational, emotional-social, vocational)	1. Counseling Center, Shoemaker Building	x2931
	2. Career Development Center, Hornbake Library	x2813
COURSE OFFERINGS	1. Undergraduate Catalog 2. Schedule of Classes	
DIAMONDBACK	3rd Floor Main Dining Hall	x4325
DUPLICATING SERVICES	1. University Printing Service Building Area	x3128
	2. Physics Duplicating Services 0220 Physics Bldg.	x2950
INTRAMURAL SPORTS AND RECREATION	1104 Armory	x3124
LAUNDRY FACILITIES	In the dorms Down on Rt. 1	
LEGAL AID	Legal Aid For Students 1219 Stamp Union	x2847
LIBRARIES	Hornbake (UGL)	x4737
	McKeldin	x2853 or x5704
LIQUOR LICENSE	Hyattsville Courthouse 5012 Rhode Is. Ave.	699-2720
LOST AND FOUND	Campus Police	x3555
	SU Main Desk	x2801
	Diamondback	x2351
PARKING TICKETS	SU	
Pay	Motor Vehicle Office	x4242
Appeal	Table outside Judiciary Office 2108 North Admin.	x2927
OFFICE OF MINORITY STUDENT EDUCATION	3151 Hornbake Library	x4801
POST OFFICES	Lobby above SU University Book Center	x3955
	University Post Office General Services Building For off-campus see handbook	
READING IMPROVEMENT	RSSL 2201 Shoemaker Building	x2935
ROOM RESERVATIONS	1136 SU	x2801
SHUTTLE BUS		x5375 or x5841
SPORT CLUBS	2242 North Gym	x6079
STAMP UNION (SU)		x2801
STUDENT GOVERNMENT	1211D SU	x2811 or x5688
STUDENT ORGANIZATIONS	Handbook	

ESCORT SERVICE	On-Campus Only	x5807
EXAMINATION REGULATIONS, RATIONALE, AND SCHEDULE	Undergraduate Catalog	
FINANCIAL AID	2130 North Admin.	x3046
FOOD SERVICES	1144 S. Campus D.H.	x2902
GENERAL POLICY OF THE REGULATIONS	See Code of Student Conduct in Handbook	
GENERAL UNIVERSITY REQUIREMENTS	Undergraduate Catalog	x4509
	1119 Main Admin.	
	Dr. Schoenberg	x2530
	1115 Hornbake Library	
GRADING SYSTEM	Undergraduate Catalog	
GRADUATION REQUIREMENTS	Undergraduate Catalog	
HEALTH CENTER		
1. Information and Emergencies	Health Center	x3444
	Campus Drive	
2. Appointments		x4923
3. Mental Health		x4925
4. Women's Health		x4921
5. Health Education		x4922
HONORS PROGRAM	0110 Hornbake Library	x2532
HOUSING		
1. Off-Campus	Office of Commuter Affairs	x5275
	1195 SU	
2. On-Campus	Office of Resident Life	x2711
	3rd Floor North Admin.	
3. Greek	1191 SU	x5605
ID CARD	1130 North Admin.	x5365
INFORMATION		
1. Campus Directory		x3311
2. Campus Information Center	Stamp Union	x2801
INTERNATIONAL EDUCATION SERVICES	2115 North Admin.	x3043
INTERNSHIP/FIELD EXPERIENCE	Experiential Learning	x4767
	0119 Hornbake Library	
	Office of Campus Activities	
	1191 Stamp Union	x5605
	Student Government	x2811
STUDY SKILLS IMPROVEMENT	RSSL	x2935
	2201 Shoemaker Building	
	Counseling Center	x2931
	Shoemaker Building	x4737
	Hornbake Library	
SUMMER SESSION INFO	Reckord Armory	x3347
TICKETS	Athletic: Cole Field House	x2121
	0104 Stamp Union	x2803
	Tawes Fine Art	x2201
TRANSCRIPTS	Registrar's Office	x5559
	Main Desk, First Floor	
	North Admin.	
	Unofficial transcripts can be obtained from your division	
TRANSPORTION		
1. Rides	Ride Board Stamp Union	
2. Carpool	Office of Commuters Affairs	x5275
	1195 SU	
3. Around Campus	Shuttle Bus	x5841 or x5375
4. Metro Transit Buses	In front of Cole Field House	637-2437
5. Greyhound	Yale Ave. (1 blk. So. Rt. 1)	927-0047
6. Shuttle for Handicapped	Just call	x5375
TUTORING	Star Center	x4948
	Main Lobby, SU	
	RSSL	x2935
	2201 Shoemaker Building	
UNDERGRADUATE PROGRAMS	Undergraduate Catalog	
UNIVERSITY STUDIES PROGRAM	Dr. Schoenberg	x2530
	1115 Hornbake Library	
VETERANS ASSISTANCE	1108 North Admin.	x3430
VOLUNTEER SERVICES	0119 Hornbake Library	x4767
WMUC	88 on the FM dial	
	65 on the AM dial	x2743
	3rd Floor Main Dining Hall	
YEARBOOK	3101 Main Dining Hall	x2230

What is TEL-UM INFO?

TEL-UM INFO is an audio-tape library of free information prepared to assist all new students with the answers to the most commonly asked questions. This tape library is not meant to replace personal contacts with University personnel, but is designed to provide you with easily accessible information and referral to the appropriate person or office for follow-up.

What are the tapes about?
Tapes provide information on such subjects as registering for classes, orientation programs, on- and off-campus housing, and campus activities. For a complete listing of all subjects available for taped listening, read through this brochure.

What is the calling procedure?
Select the tape number you wish to hear by reviewing the listings in the booklet. Then simply dial one of the TEL-UM INFO numbers. State the tape number you've selected...Nothing more needs to be said. If you wish to hear another tape, hang up and dial again.

How often can I use TEL-UM INFO?
Call as many times as you wish. Select as many tapes as you want.

What are the hours of operation?
TEL-UM INFO is available seven days a week, excluding holidays, according to the following schedule:
MONDAY—THURSDAY: 8:00 am—12:00 midnight
FRIDAY: 7:00 am—1:00 am
SATURDAY: 8:00 am—1:00 am
SUNDAY: 12:00 noon—12:00 midnight

How do I call TEL-UM INFO?
TEL-UM INFO telephone numbers are based on where you live.

- In the local Washington, D.C. calling area: call 454-INFO (4636)
- Within Maryland (but outside the Washington calling area): call 800-492-0703 (TOLL FREE)
- Outside the state of Maryland call 301-454-INFO (4636)

ADMISSIONS

1. Application Process (Undergraduate Students)
400. Application Process (Graduate Students)
2. Application for Summer Session
3. Transfer of Academic Credit
151. Transfer from Maryland Community Colleges

ORIENTATION/INTRODUCTORY PROGRAM FOR NEW STUDENTS

4. Orientation Services for Freshmen, Transfers, Parents of New Students
5. Orientation Application Procedures
6. Changing your Date
7. Advisement and Registration Procedures for Students Who Cannot Attend Orientation Programs
8. Tours of Campus
9. Campus Activities/Events Available to New Students Prior to Enrollment
10. Campus Size—A Help or a Hindrance?
520. First Look

39. Test Anxiety
40. Tutoring Services
41. Reading and Study Skills Laboratory
82. Academic Dishonesty (Cheating, Plagiarism)
123. Academic Dishonesty II (Faculty and Staff)
42. Special Requirements, College of Business and Management
43. Special Requirements, College of Architecture
109. Internships and Volunteer Service
121. Cooperative Education (Co-op)
46. Studying Abroad
47. Pre-Professional Programs and Advising
48. Library Facilities
99. Transcript Requests
112. Graduate Entrance Examinations
122. ROTC
500. Advising in Academic Divisions & Departments

ACTIVITIES/INVOLVEMENT OPPORTUNITIES

110. Swim Facilities
16. Resident Life
68. Returning Students
13. Student Aid Office
69. Student Union
70. Veterans
119. Womens Programs and Services
600. Human Relations Office
49. Jewish Student Center
500. Advising in Academic Divisions & Departments
603. Campus Mediation Service
604. Who was Adele H. Stamp?

INTERPERSONAL

300. When Should I Seek Outside Help for Personal Problems?
301. Re-examining My Values
302. Coping with Shyness
303. Anxiety and Possible Ways to Cope With It
304. How to Deal With Loneliness
305. How to Handle Fears
306. Coping with Stress
307. The Female Sex Role—Changes and Stresses
308. Male Sex Role—Changes and Stresses
309. Death and Dying
310. Understanding Grief
311. Helping a Friend
312. Early Signs of an Alcohol Problem
313. Responsible Decisions About Drinking
314. How to Deal With Depression
315. Becoming Independent From Parents
316. Suicidal Crisis

SECURITY

71. Protecting Yourself and Your Property
100. Personal Property Insurance

HEALTH

101.
312.
313. Alcohol
102. Drugs
103. Pregnancy Evaluation
111. Men's Clinic
104. Women's Health Clinic
105. Student Health Insurance
64. Health Center
61. Community Health Resources

STUDENT RIGHTS AND RESPONSIBILITIES

106. Student Rights and Responsibilities

FINANCES

11. Student Fees (Undergraduate Students)
401. Student Fees (Graduate Students)
12. Student Fee Refunds
13. Financial Aid (Undergraduate Students)
402. Financial Aid (Graduate Students)
14. Establishing In State Residency for Fee Purposes
15. Banking

HOUSING

16. On-Campus Housing—Resident Life
17. On-Campus Housing—Maryland Residents
18. On-Campus Housing —Non-Maryland Residents
19. On-Campus Housing—Overflow
20. Off-Campus Housing —Fraternities & Sororities Boarding
403. Graduate Student Housing
21. Off-Campus Housing Service
22. Off-Campus Housing—Signing a Lease
23. Temporary Housing

FOOD ON CAMPUS

24. Eating on Campus
25. Board Plan Options
26. Special Board Options

REGISTRATIONS

27. Preregistration
28. Registration during Orientation
29. Armory Registration
30. Registration Changes
79. Student ID Cards
99. Transcript Requests

ACADEMIC SKILLS AND ISSUES

31. Academic Advising
32. Grading and Retention
80. Alternative Grading Options
107. Receiving a Grade of "Incomplete"
84. Academic Probation and Dismissal
83. Withdrawing From /Returning To the University
33. Choosing a Major
34. Changing a Major, College, Division
35. Credit by Examination
81. Honors Program
3. Transfer of Academic Credit
36. Taking Notes
37. Speed Reading
38. When, Where and What to Study

50. Intramural Sports
51. On-Campus Leisure Opportunities
52. Fraternities and Sororities
53. Opportunities in the Arts
54. Intercollegiate Sports
85. Craft Shop (Student Union)
86. Recreation Center (Student Union)
87. Space Reservations (Student Union)
88. Ticketron Service
96. Camping Equipment
55. Joining a Student Group
113. Resource Center for Student Organizations
89. Leadership Development Planning Team
90. Leadership Development Course
91. Leadership Workshops (Advance)
98. Student Government
95. Alumni Association
114. Parent Association

CAREER RELATED ISSUES

58. Career Development Services
92. Resume Preparation
93. Preparing for Employment Interviews
94. Establishing a Placement File (Credentials)
601. Summer Jobs
602. Researching the Hidden Job Market

STUDENT SERVICES

1. Admissions
15. Banks
56. Bookstores
57. Campus Activities
58. Career Development Services
116. Chapel Facilities
59. Child Care Facilities
60. Commuter Affairs
62. Counseling Center
63. Disabled Student Services
109,
121. Experiential Learning Center
118. International Education Office
64. Health Center
65. HELP Center
117. Intensive Educational Development Office
115. Job Referral Service
97. Judicial Programs Office
66. Minority Support System
21. Off-Campus Housing
4. Orientation
41. Reading and Study Skills Laboratory
67. Religious Services

82. Academic Dishonesty (Cheating, Plagiarism)
97. Judicial Programs Office
108. Legal Aid Office
120. Parking Ticket Appeals Office
603. Campus Mediation Service
600. Human Relations Office

TRANSPORTATION

72. Transportation Alternatives
73. Public Transportation
74. Car-pooling
75. Registering Your Car
120. Parking Tickets and Appeals Process
76. Bicycles, Mopeds & Motorcycles
77. Parking
78. Shuttle-UM

COURSES

By dialing TEL-UM INFO number, you can hear a faculty member discuss the content, structure, evaluation methods and texts for each of the following courses:

201. Afro-American Studies Program
202. ASTR 100 Introduction to Astronomy
203. BOTN 100 General Botany (Non-Science Majors)
204. BOTN 101 General Botany
205. CHEM 101 Introduction to College Chemistry
206. CHEM 103 College Chemistry I
207. THET 110 Introduction to the Theater
208. EDCP 108 College Aims (Reading & Study Skills, Career Planning, Survival Techniques, Returning Women)
209. ENGL 101, Freshman English, 101A, 101X
210. ENTM 100 Insects
211. GVPT 170 American Government
212. HIST 156 History of U.S. to 1865
213. HIST 157 History of U. S. (1865-1976)
214. JOUR 100 Introduction to Mass Communication
215. LENF 100 Introduction to Law Enforcement
225, MATH 001 Review of High School Algebra
216. MATH 110 Introduction to Mathematics I
217. MATH 115 Pre-Calculus I
218. MATH 140 Calculus I
219. Music Courses for Non-Music Majors
220. PSYC 100 Introduction to Psychology
221. Physical Education Courses
222. SPCH 100 Introduction to Speech
223. SOCY 100 Introduction to Sociology
224. ZOOL 101 General Zoology

Resolution on Academic Integrity

WHEREAS, it is the responsibility of the University of Maryland to maintain integrity in teaching and learning as a fundamental principle on which a university is built; and

WHEREAS, all members of the university community share in the responsibility for acdemic integrity; therefore

BE IT RESOLVED, that the University of Maryland Board of Regents hereby adopts the following Statement of Faculty, Student and Institutional Rights and Responsibilities for Academic Integrity.

Statement of Faculty, Student and Institutional Rights and Responsibilities for Academic Integrity

Preamble

At the heart of the academic enterprise are learning, teaching, and scholarship. In universities these are exemplified by reasoned discussion between student and teacher, a mutual respect for the learning and teaching process, and intellectual honesty in the pursuit of new knowledge. In the traditions of the academic enterprise, students and teachers have certain rights and responsibilities which they bring to the academic ommunity. While the following statements do not imply a contract between the teacher or the University and the student, they are nevertheless conventions which the University believes to be central to the learning and teach process.

Faculty Rights and Responsibilities

1. Faculty shall share with students and administration the responsibility for academic integrity.
2. Faculty are accorded freedom in the classroom to discuss subject matter reasonably related to the course. In turn they have the responsibility to encourage free and honest inquiry and expression on the part of students.
3. Faculty are responsible for the structure and content of their courses, but they have the responsibility to present courses that are consistent with their descriptions in the University catalog. In addition, faculty have the obligation to make students aware of the expectations in the course, the evaluation procedures, and the grading policy.
4. Faculty are obligated to evaluate students fairly and equitably in a manner appropriate to the course and its objectives. Grades shall be assigned without prejudice or bias.
5. Faculty shall make all reasonable efforts to prevent the occurrence of academic dishonesty through the appropriate design and administration of assignments and examinations, through the careful safeguarding of course materials and examinations, and through regular reassessment of evaluation procedures.
6. When instances of academic dishonesty are suspected, faculty shall have the right and responsibility to see that appropriate action is taken in accordance with University regulations.

Student Rights and Responsibilities

1. Students shall share with faculty and administration the responsibility for academic integrity.
2. Students shall have the right of inquiry and expression in their courses without prejudice or bias. In addition, students shall have the right to know the requirements of their courses and to know the manner in which they will be evaluated and graded.
3. Students shall have the obligation to complete the requirements of their courses in the time and manner prescribed and to submit to evaluation of their work.
4. Students shall have the right to be evaluated fairly and equitably in a manner appropriate to the course and its objectives.
5. Students shall not submit as their own work any work which has been prepared by others. Outside assistance in the preparation of this work, such as librarian assistance, tutorial assistance, typing assistance, or such assistance as may be specified or approved by the instructor is allowed.
6. Students shall make all reasonable efforts to prevent the occurrence of academic dishonesty. They shall by their own example encourage academic integrity and shall themselves refrain from acts of cheating and plagiarism or other acts of academic dishonesty.
7. When instances of academic dishonesty are suspected, students shall have the right and responsibility to bring this to the attention of the faculty or other appropriate authority.

Institutional Responsibility

1. Campus or appropriate administration units of the University of Maryland shall take appropriate measures to foster academic integrity in the classroom.
2. Campuses or appropriate administrative units shall take steps to define acts of academic dishonesty, to insure procedures for due process for students accused or suspected of acts of academic dishonesty, and to impose appropriate sanctions on students guilty of acts of academic dishonesty.
3. Campuses or appropriate administrative units shall take steps to determine how admission or matriculation shall be affected by acts of academic dishonesty on another campus or at another institution. No student suspended for disciplinary reasons at any campus of the University of Maryland shall be admitted to any other University of Maryland campus during the period of suspension.

AND, BE IT FURTHER RESOLVED, that campuses or appropriate administrative units of the University of Maryland will publish the above State of Faculty, Student and Institutional Rights and Responsibilities for Academic Integrity in faculty handbooks and in student handbooks and catalogs; and

BE IT FURTHER RESOLVED, that the Board of Regents hereby directs each campus or appropriate administrative unit to review existing procedures or to implement new procedures for carrying out the institutional responsibilities for academic integrity cited in the above Statement; and

BE IT FINALLY RESOLVED, that the Board of Regents hereby directs each campus or appropriate administrative unit to submit to the President or his designee for approval the campus' or unit's procedure for implementation of the institutional responsibility provisions of the above Statement.

May 8, 1981

CODE OF STUDENT CONDUCT
Adopted by the Board of Regents
January 25, 1980

Rationale

1. The primary purpose of the imposition of discipline in the University setting is to protect the campus community. Consistent with that purpose, reasonable efforts will also be made to foster the personal and social development of those students who are held accountable for violations of University regulations.(1)

Definitions

2. When used in this code.(2)
   (a) the term "aggravated violation" means a violation which resulted or foreseeably could have resulted in significant damage to persons or property or which otherwise posed a substantial threat to the stability and continuance of normal University or University sponsored activities.
   (b) the term "cheating" means intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise.
   (c) the term "distribution" means sale or exchange for personal profit.
   (d) the term "fabrication" means intentional and unauthorized falsification or invention of any information or citation in an academic exercise.
   (e) the term "group" means a number of persons who are associated with each other and who have not complied with University requirements for registration as an organization.
   (f) the terms "institution" and "University" mean the University of Maryland at College Park.
   (g) the term "organization" means a number of personal who have complied with University requirements for registration.
   (h) the term "plagiarism" means intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.
   (i) the term "reckless" means conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with normal University or University activities.(3)
   (j) the term "student" means a person taking or auditing courses at the institution either on a full or part-time basis.(4)
   (k) the term "University premises" means buildings or grounds owned, leased, operated, controlled or supervised by the University.
   (l) the term "weapon" means any object or substance designed to inflict a wound, cause injury, or incapacitate, including, but not limited to, all firearms, pellet guns, switchblade knives, knives with blades five or more inches in length, and chemicals such as "Mace" or tear-gas.
   (m) the term "University sponsored activity" means any activity on or off campus which is initiated, aided, authorized or supervised by the University.
   (n) the terms "will" or "shall" are used in the imperative sense.

Interpretation of Regulations

3. Disciplinary regulations at the University are set forth in

writing in order to give students general notice of prohibited conduct. The regulations should be read broadly and are not designed to define misconduct in exhaustive terms.

Inherent Authority

4. The University reserves the right to take necessary and appropriate action to protect the safety and well-being of the campus community.[5]

Student Participation

5. Students are asked to assume positions of responsibility in the University judicial system in order that they might contribute their skills and insights to the resolution of disciplinary cases. Final authority in disciplinary matters, however, is vested in the University administration and in the Board of Regents.

Standards of Due Process

6. Students subject to expulsion, suspension [6] or disciplinary removal from University housing [7] will be accorded a judicial board hearing as specified in part 28 of this code. Students subject to less severe sanctions will be entitled to an informal disciplinary conference [8], as set forth in parts 30 and 31.

7. The focus of inquiry in disciplinary proceedings shall be the guilt or innocence of those accused of violating disciplinary regulations. Formal rules of evidence shall not be applicable, nor shall deviations from prescribed procedures necessarily invalidate a decision or proceeding, unless significant prejudice to a student respondent or the University may result. [9]

Violations of Law and Disciplinary Regulations

8. Students may be accountable to both civil authorities and to the University for acts which constitute violations of law and of this code.[10] Disciplinary action at the University will normally proceed during the pendency of criminal proceedings and will not be subject to challenge on the ground that criminal charges involving the same incident have been dismissed or reduced.

Prohibited Conduct

9. The following misconduct is subject to disciplinary action:

   (a) intentionally or recklessly causing physical harm to any person on University premises or at University sponsored activities, or intentionally or recklessly causing reasonable apprehension of such harm.

   (b) unauthorizeed use, possession or storage of any weapon on University premises or at University sponsored activities.

   (c) intentionally initiating or causing to be initiated any false report, warning or threat of fire, explosion or other emergency on University premises or at University sponsored activites.

   (d) intentionally or recklessly interfering with normal University or University sponsored activities, including, but not limited to, studying, teaching, research, University administration, or fire, police or emergency services.

   (e) knowingly violating the terms of any disciplinary sanction imposed in accordance with this code.

   (f) intentionally or recklessly misusing or damaging fire safety equipment.

   (g) unauthorized distribution or possession for purposes of distribution of any controlled substance or illegal drug [11] on University premises or at University sponsored activities.

   (h) intentionally furnishing false information to the University.

   (i) forgery, unauthorized alteration, or unauthorized use of any University document or instrument of identification.

   (j) all forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty and plagiarism. (Allegations of academic dishonesty are processed in accordance with the procedures set forth in graduate and undergraduate catalogs.)

   (k) intentionally and substantially interfering with the freedom of expression of others on University premises or at University sponsored activities.[11]

   (l) theft of property or of services on University premises or at University sponsored activities; knowing possession of stolen property on University premises or at University sponsored activities.

   (m) intentionally or recklessly destroying or damaging the property of others on University premises or at University sponsored activities.

   (n) failure to comply with the directions of University officials, including campus police officers, acting in performance of their duties.

   (o) violation of published University regulations or policies, as approved and compiled by the Vice Chancellor for Student Affairs.[13] Such regulations or policies may include the residence hall contract, as well as those regulations relating to entry and use of University facilities, sale or consumption of alcoholic beverages, use of vehicles* and amplifying equipment, campus demonstrations, and misuse of identification cards.

   (p) use or possession of any controlled substance or illegal drug on University premises or at University sponsored activities.[14]

   (q) unauthorized use or possession of fireworks on University premises.

*Parking and Traffic Violations may be processed in accordance with procedures established by the Vice Chancellor for Student Affairs.

Sanctions

10. Sanctions for violations of disciplinary regulations consist of:

   (a) EXPULSION: permanent separation of the student from the University. Notification will appear on the student's transcript. The student will also be barred from University premises. (Expulsion requires administrative review and approval by the Chancellor and may be altered, deferred or withheld.)

   (b) SUSPENSION: separation of the student from the University for a specified period of time. Permanent notification will appear on the student's transcript. The student shall not participate in any University sponsored activity and may be barred from University premises. Suspended time will not count against any time limits of the Graduate School for completion of a degree. (Suspension requires administrative review and approval by the Vice Chancellor for Student Affairs and may be altered, deferred or withheld.)

   (c) DISCIPLINARY PROBATION: the student shall not represent the University in any extracurricular activity or run for or hold office in any student group or organization. Additional restrictions or conditions may also be imposed. Notification will be sent to appropriate University offices, including the Office of Campus Activities.

   (d) DISCIPLINARY REPRIMAND: the student is warned that further misconduct may result in more severe disciplinary action.

   (e) RESTITUTION: the student is required to make payment to the University or to other persons, groups, or organizations for damages incurred as a result of a violation of this code.

   (f) OTHER SANCTIONS: other sanctions may be imposed instead of or in addition to those specified in sanctions (a) through (e) of this part. For example, students may be subject to dismissal from University housing for disciplinary violations which occur in the residence halls. Likewise, students may be subject to restrictions upon or denials of driving privileges for displinary violations involving the use or restriction of motor vehicles. Work or research projects may also be assigned.

11. Violations of sections (a) through (g) in part nine of this code may result in expulsion from the University, [15] unless specific and significant mitigating factors are present. Factors to be considered in mitigation shall be the present demeanor and past disciplinary record of the offender, as well as the nature of the offense and the severity of any damage, injury, or harm resulting from it.

12. Violations of sections (h) through (l) in part nine of this code may result in suspension from the University, unless specific and significant mitigating factors as specified in part eleven are present.

13. Repeated or aggravated violations of any section of this code may also result in expulsion or suspension or in the imposition of such lesser penalties as may be appropriate.

14. Attempts to commit acts prohibited by this code shall be punished to the same extent as completed violations.[16]

Interim Suspension (17)

15. The Vice Chancellor for Student Affairs or a designee may suspend a student for an interim period pending disciplinary proceedings or medical evaluation, such interim suspension to become immediately effective without prior notice, whenever there is evidence that the continued presence of the student on the University campus poses a substantial threat to himself or to others or to the stability and continuance of normal University functions.

16. A student suspended on an interim basis shall be given an opportunity to appear personally before the Vice Chancellor for Student Affairs or a designee within five business days from the effective date of the interim suspension in order to discuss the following issues only:

   (a) the reliability of the information concerning the student's conduct, including the matter of his identity;

   (b) whether the conduct and surrounding circumstances reasonably indicate that the continued presence of the student on the University campus poses a substantial threat to himself or to others or the stability of normal University functions.

The Judicial Programs Office

17. The Judicial Programs Office directs the efforts of students and staff members in matters involving student discipline. The responsibilities of the office include:

(a) determination of the disciplinary charges to be filed pursuant to this code.

(b) interviewing and advising parties [18] involved in disciplinary proceedings.

(c) supervising, training, and advising all judicial boards.

(d) reviewing the decisions of all judicial boards.[19]

(e) maintenance of all student disciplinary records.

(f) development of procedures for conflict resolution.

(g) resolution of cases of student misconduct, as specified in parts 30 and 31 of this code.

(h) collection and dissemination of research and analysis concerning student conduct.

(i) submission of a statistical report each semester to the campus community, reporting the number of cases referred to the office, the number of cases resulting in disciplinary action, and the range of sanctions imposed.[20]

Judicial Panels

18. Hearings or other proceedings as provided in this code may be held before the following boards or committees:

(a) CONFERENCE BOARDS, as appointed in accordance with part 31 of this code.

(b) RESIDENCE BOARDS, as established and approved by the Vice Chancellor for Student Affairs.[21] Students residing in group living units owned, leased, operated or supervised by the University may petition the Vice Chancellor for authority to establish judicial boards. Such boards may be empowered to hear cases involving violations of this code, as prescribed by the Vice Chancellor for Student Affairs.

(c) THE CENTRAL BOARD hears cases involving disciplinary violations which are not referred to Residence Boards or resolved in accordance with parts 30 and 31 of this code. The Central Board is composed of five full-time students, including at least two graduate students.

(d) THE APPELLATE BOARD hears appeals from Residence boards, the Central Board, and ad hoc boards, in accordance with part 39 of this code. The Appellate Board is composed of five full-time students, including at least two graduate students.

(e) AD HOC BOARDS may be appointed by the Director of Judicial Programs when a Conference Board, a Residence Board, The Central Board, the Appellate Board or the Senate Adjunct Committee are unable to obtain a quorum or are otherwise unable to hear a case.[22] Each ad hoc board shall be composed of three members, including at least one student.

(f) THE SENATE COMMITTEE ON STUDENT CONDUCT hears appeals as specified in part 38 of this code. The committee also approves the initial selection of all judicial board members, except members of conference and ad hoc boards.[23]

19. The presiding officer of each judicial board and of the Senate Committee on Student Conduct may develop bylaws which are not inconsistent with any provision in this code. Bylaws must be approved by the Director of Judicial Programs.[24]

Selection and Removal of Board Members

20. Members of the various judicial boards are selected in accordance with procedures developed by the Director of Judicial Programs.

21. Members of conference and ad hoc boards are selected in accordance with parts 31 and 18 (e), respectively.

22. Prospective members of the Central Board and the Appellate Board are subject to confirmation by the Senate Committee on Student Conduct.

23. Members of the Senate Committee on Student Conduct are selected in accordance with the bylaws of the University Senate.

24. Prior to participating in board or committee deliberations, new members of the Senate Committee on Student Conduct and of all judicial boards, except conference and ad hoc boards, will participate in one orientation session offered at least once each academic year by the Judicial Programs Office.

25. Student members of any judicial board or committee who are charged with any violation of this code or with a criminal offense[25] may be suspended from their judicial positions by the Director of Judicial Programs during the pendency of the charges against them. Students convicted of any such violation or offense may be disqualified from any further participation in the University judicial system by the Director of Judicial Programs. Additional grounds and procedures for removal may also be set forth in the bylaws of the various judicial panels.

Case Referrals

26. Any person [26] may refer to a student or a student group or organization suspected of violating this code to the Judicial Programs Office. Persons making such referrals are required to provide information pertinent to the case and will normally be expected to appear before a judicial board as the complainant.[27]

Deferral of Proceedings

27. The Director of Judicial Programs may defer disciplinary proceedings for alleged violations of this code for a period not to exceed ninety days. Pending charges may be withdrawn thereafter, dependent upon the good behavior of the respondent.

Hearing Referrals

28. Staff members in the Judicial Programs Office will review case referrals to determine whether the alleged misconduct might result in expulsion, suspension, or disciplinary removal from University housing.[28] Students subject to those sanctions shall be accorded a hearing before the appropriate judicial board. All other cases shall be resolved in the Judicial Programs Office after an informal disciplinary conference, as set forth in parts 30 and 31 of this code.

29. Students referred to a judicial board hearing may elect instead to have their case resolved in accordance with parts 30 and 31. The full range of sanctions authorized by this code may be imposed, although the right of appeal shall not be applicable.

Disciplinary Conferences[29]

30. Students subject to or electing to participate in a disciplinary conference in the Judicial Programs Office are accorded the following procedural protections:

(a) written notice of charges at least three days prior to the scheduled conference.

(b) reasonable access to the case file[30] prior to and during the conference.

(c) an opportunity to respond to the evidence against them and to call appropriate witnesses in their behalf.

(d) the right to be accompanied and assisted by a representative, in accordance with Part 33 of this code.

31. Disciplinary conferences shall be conducted by the Director of Judicial Programs or a designee.[31] Complex or contested cases may be referred by the Director to a conference board, consisting of one member of the Central Board, one member of the Appellate Board, and a staff member in the division of Student Affairs. Conference Board members shall be selected on a rotating basis by the Director of Judicial Programs.

Hearing Procedures

32. The following procedural guidelines shall be applicable in disciplinary hearings:

(a) respondents shall be given notice of the hearing date and the specific charges against them at least five days in advance and shall be accorded reasonable access to the case file, which will be retained in the Judicial Programs Office.

(b) the presiding officer of any board may subpoena witnesses upon the motion of any board member or of either party and shall subpoena witnesses upon request of the board advisor. Subpoenas must be approved by the Director of Judicial Programs and shall be personally delivered or sent by certified mail, return receipt requested. University students and employees are expected to comply with subpoenas issued pursuant to this procedure, unless compliance would result in significant and unavoidable personal hardship or substantial interference with normal University activities.[32]

(c) respondents who fail to appear after proper notice will be deemed to have plead guilty to the charges pending against them.

(d) hearings will be closed to the public, except for the immediate members of the respondent's family and for the respondent's representative. An open hearing may be held, in the discretion of the presiding officer, if requested by the respondent.

(e) the presiding officer of each board shall exercise control over the proceedings to avoid needless consumption of time and to achieve the orderly completion of the hearing. Except as provided in section (o) of this part, any person, including the respondent, who disrupts a hearing may be excluded by the presiding officer or by the board advisor.

(f) hearings may be tape recorded or transcribed. If a recording or transcription is not made, the decision of the board must include a summary of the testimony and shall be sufficiently detailed to permit review by appellate bodies and by staff members in the Judicial Programs Office.

(g) any party or the board advisor may challenge a board member on the grounds of personal bias. Board members may be disqualified upon majority vote of the remaining members of the board, conducted by secret ballot,[33] or by the Director of Judicial Programs.

(h) witnesses shall be asked to affirm that their testimony is truthful and may be subject to charges of perjury, pursuant to part 9 (h) of this code.

(i) prospective witnesses, other than the complainant and the respondent, may be excluded from the hearing during the testimony of other witnesses. All parties, the witnesses, and the public shall be excluded during board deliberations.

(j) the burden of proof shall be upon the complainant, who must establish the guilt of the respondent by a preponderance of the evidence.[34]

(k) formal rules of evidence shall not be applicable in disciplinary proceedings conducted pursuant to this code. The presiding officer of each board shall give effect to the rules of confidentiality and privilege, but shall otherwise admit all matters into evidence which reasonable persons would accept as having probative value in the conduct of their affairs. Unduly repetitious or irrelevant evidence may be excluded.[35]

(l) respondents shall be accorded an opportunity to question those witnesses who testify for the complainant at the hearing.

(m) affidavits shall not be admitted into evidence unless signed by the affiant and witnessed by a University employee, or by a person designated by the Director of Judicial Programs.

(n) board members may take judicial notice of matters which would be within the general experience of University students.[36]

(o) board advisors may comment on questions of procedure and admissibility of evidence and will otherwise assist in the conduct of the hearing. Advisors will be accorded all the privileges of board members, and the additional responsibilities set forth in this code, but shall not vote. All advisors are responsible to the Director of Judicial Programs and shall not be excluded from hearings or board deliberations by any board or by the presiding officer of any board.

(p) the Director of Judicial Programs may appoint a special presiding officer to any board in complex cases or in any case in which the respondent is represented by an attorney. Special presiding officers may participate in board deliberations, but shall not vote.[37]

(q) a determination of guilt shall be followed by a supplemental proceeding in which either party and the board advisor may submit evidence or make statements concerning the appropriate sanction to be imposed. The past disciplinary record [38] of the respondent shall not be supplied to the board by the advisor prior to the supplementary proceeding.

Representatives and Attorneys

33. Respondents or complainants participating in any disciplinary proceeding may be accompanied by a representative, who may be an attorney.[39] Parties who wish to be represented by an attorney in a disciplinary proceeding must so inform the Judicial Programs Office in writing at least two business days prior to the scheduled date of the proceeding. Advisors may not appear in lieu of respondents.

Student Groups and Organizations

34. Student groups and organizations may be charged with violations of this code.

35. A student group or organization and its officers may be held collectively [40] or individually responsible when violations of this code by those associated with [41] the group or organization have received the tacit or overt consent or encouragement of the group or organization or of the group's or organization's leaders, officers, or spokesmen.

36. The officers or leaders or any identifiable spokesmen [42] for a student group or organization may be directed by the Vice Chancellor for Student Affairs or a designee to take appropriate action designed to prevent or end violations of this code by the group or organization or by any persons associated with the group or organization who can reasonably be said to be acting in the group's or organization's behalf. Failure to make reasonable efforts to comply with the Vice Chancellor's directive shall be considered a violation of part 9 (n) of this code, both by the officers, leaders or spokesmen for the group or organization and by the group or organization itself.

37. Sanctions for group or organization misconduct may include revocation or denial of recognition or registration, as well as other appropriate sanctions, pursuant to part 10 (f) of this code.

Appeals

38. Any disciplinary determination resulting in expulsion or suspension [43] may be appealed by the respondent to the Senate Committee on Student Conduct. The Senate Committee shall also hear appeals from denials of petitions to void disciplinary records, pursuant to part 48 of this code.

39. Final decisions of residence boards, the Central Board and ad hoc boards, not involving the sanctions specified in part 38, may be appealed by the respondent to the Appellate Board.[44]

40. Requests for appeals must be submitted in writing to the Judicial Programs Office within seven business days from the date of the letter notifying the respondent of the original decision. Failure to appeal within the allotted time will render the original decision final and conclusive.[45]

41. A written brief in support of the appeal must be submitted to the Judicial Programs Office within ten business days from the date of the letter notifying the respondent of the original decision. Failure to submit a written brief within the alloted time will render the decision of the lower board final and conclusive.[46]

42. Appeals shall be decided upon the record of the original proceeding and upon written briefs submitted by the parties. De novo hearings shall not be conducted.

43. Appellate bodies may:

(a) affirm the finding and the sanction imposed by the original board.

(b) affirm the finding and reduce, but not eliminate, the sanction, in accordance with parts 44 and 44(a) of this code.

(c) remand the case to the original board, in accordance with parts 44 and 44(b).

(d) dismiss the case, in accordance with parts 44 and 44(c).

44. Deference shall be given to the determinations of lower boards:[47]

(a) sanctions may only be reduced if found to be grossly disproportionate to the offense.

(b) cases may be remanded to the original board if specified procedural errors or errors in interpretation of University regulations were so substantial as to effectively deny the respondent a fair hearing, or if new and significant evidence became available which could not have been discovered by a properly diligent respondent before or during the original hearing.[48] The decision of the lower board on remand shall be final and conclusive.

(c) cases may be dismissed only if the finding is held to be arbitrary and capricious.[49]

(d) decisions of the Appellate Board shall be recommendations to the Director of Judicial Programs.[50] Decisions of the Senate Committee on Student Conduct shall be recommendations to the Vice Chancellor for Student Affairs.

45. The imposition of sanctions will normally be deferred during the pendency of appellate proceedings, at the discretion of the Director of Judicial Programs.

Disciplinary Files and Records

46. Case referrals may result in the development of a disciplinary file in the name of the respondent, which shall be voided if the respondent is found innocent of the charges.[51] The files of respondents found guilty of any of the charges against them will be retained as a disciplinary record for three years from the date of the letter providing notice of final disciplinary action.[52] Disciplinary records may be retained for longer periods of time or permanently, if so specified in the sanction.

47. Disciplinary records may be voided [53] by the Director of Judicial Programs for good cause, upon written petition of respondents. Factors to be considered in review of such petitions shall include:

(a) the present demeanor of the respondent.

(b) the conduct of the respondent subsequent to the violation.

(c) the nature of the violation and the severity of any damage, injury, or harm resulting from it.

48. Denials of petitions to void disciplinary records shall be appealable to the Senate Committee on Student Conduct, which will apply the standard of review specified in parts 44 and 44(c). The requirements for appeals as set forth in parts 40 and 41 shall be applicable.[54]

49. Disciplinary records retained for less than ninety days or designated as "permanent" shall not be voided without unusual and compelling justification.[55]

Annotations

1. The University is not designed or equipped to rehabilitate or incapacitate persons who pose a substantial threat to themselves or to others. It may be necessary, therefore, to remove those individuals from the campus and to sever the institutional relationship with them, as provided in this code of conduct and by other University regulations.[a]

Any punishment imposed in accordance with the code may have the value of discouraging the offender and others from engaging in future misbehavior. In cases of minor disciplinary violations, the particular form of punishment may also be designed to draw upon the educational resources of the University in order to bring about a lasting and reasoned change in behavior. The underlying rationale for punishment need not rest on deterrence or "reform" alone, however. A just punishment may also be imposed because it is "deserved" and because punishment for willful offenses affirms the autonomy and integrity of the offender. The latter concept was well expressed by D.J.B. Hawkins in his essay "Punishment and Moral Responsibility" in 7 Modern Law Review 205:

The vice of regarding punishment entirely from the points of view of reformation and deterrence lies precisely in forgetting that a just punishment is deserved. The punishment of men then ceases to be essentially different from the training of animals, and the way is open for the totalitarian state to undertake the forcible improvement

of its citizens without regard to whether their conduct has made them morally liable to social coercion or not. But merit and demerit, reward and punishment, have a different significance as applied to men and as applied to animals. A dog may be called a good dog or a bad dog, but his goodness or badness can be finally explained in terms of heredity and environment. A man, however, is a person, and we instinctively recognize that he has a certain ultimate personal responsibility for at least some of his actions. Hence merit and demerit, reward and punishment, have an irreducible individual significance as applied to men. This is the dignity and the tragedy of the human person.

A similar view was expressed by Justice Powell, dissenting in **Goss v. Lopez** (42 L. Ed. 2d 725, 745):

> Education in any meaningful sense includes the incalcation of an understanding in each pupil of the necessity of rules and obedience thereto. This understanding is no less important than learning to read and write. One who does not comprehend the meaning and necessity of discipline is handicapped not merely in his education but throughout his subsequent life. In an age when the home and church play a diminishing role in shaping the character and value judgements of the young, a heavier responsibility falls upon the schools. When an immature student merits censure for his conduct, he is rendered a disservice if appropriate sanctions are not applied. . .

2. An effort is made in the code to use a simplified numbering and lettering system, without use of Roman numerals or subsets of letters and numbers. Any part of the code can be found by reference to one number and one letter (e.g., part 10(a) explains the meaning of expulsion).

3. Culpable conduct should include conscious acts posing a substantial risk of harm to others (e.g., throwing a heavy object out a tenth floor window above a sidewalk). If the act itself, however, is unintended (e.g., one is distracted by a noise while climbing a flight of stairs and drops a heavy object) the individual may have failed to use reasonable care, but is not normally deserving of the moral stigma associated with a "conviction" for a disciplinary offense.

4. Former students may be charged for violations which allegedly occurred during their enrollment at the University.

5. Colleges and Universities are not expected to develop disciplinary regulations which are written with the scope or precision of a criminal code. Rare occasions may arise when conduct is so inherently and patently dangerous to the individual or to others that extraordinary action not specifically authorized in the rules must be taken.

6. The terms "suspension" and "interim suspension" are to be distinguished throughout the code and are not interchangeable.

7. Disciplinary removal from University housing should be distinguished from administrative removal for violations of the residence contract. The latter does not leave students with a disciplinary record and does not come under the purview of this code.

8. The standard set forth here represents the minimal procedural protection to be accorded to students charged with most disciplinary violations. Students who are subject to lengthy suspensions or to expulsion may be entitled to more formal procedures, including a hearing with a right to cross-examine the witnesses against them. **Goss v. Lopez** 419 U.S. 565 (1975).

9. The Supreme Court has recently rejected the theory that state schools are bound by principles of federal administrative law requiring agencies to follow their own regulations. **Board of Curators, University of Missouri v. Horowitz** 55 L. Ed 2d 124, 136. See, generally, "violations by Agencies of Their Own Regulations" 87 Harvard Law Review 629 (1974).

10. Respondents in disciplinary proceedings may be directed to answer questions concerning their conduct. Students who refuse to answer on grounds of the Fifth Amendment privilege may be informed that the hearing panel could draw negative inferences from their refusal which might result in their suspension or dismissal. If the student then elects to answer, his statements could not be used against him in either state or federal court. **Garrity v. New Jersey** 385 U.S. 493 (1967). See also **Furutani v. Ewigleben** 297 F. Supp. 1163 (N.D. cal. 1969).

11. The "controlled substances" or "illegal drugs" prohibited in this section are set forth in Schedules I through V in Article 27, part 279 of the **Annotated Code of Maryland.**

12. Colleges and Universities should be a forum for the free expression of ideas. In the recent past, however, unpopular speakers have been prevented from addressing campus audiences by students who effectively "shouted them down." Both Yale and Stanford Universities have treated such actions (which are to be distinguished from minor and occasional heckling) as serious disciplinary violations. See the "Report from the Committee on Freedom of Expression Yale University" which is available in the Judicial Programs Office.

    The following language from the Yale report may be used to elaborate upon the intent and scope of part 9(k) of this code:

    1. "There is no right to protest within a University building in such a way that any University activity is disrupted. The administration, however, may wish to permit some symbolic dissent within a building but outside the meeting room, for example, a single picket or a distributor of handbills."
    2. "(A) member of the audience may protest in a silent, symbolic fashion, for example, by wearing a black arm band. More active forms of protest may be tolerated such as briefly booing, clapping hands or heckling. But any disruptive activity must stop (and not be repeated) when the chair or an appropriate University official requests silence.
    3. "Nor are racial insults or any other 'fighting words' a valid ground for disruption or physical attack. . .The banning or obstruction of lawful speech can never be justified on such grounds as that the speech or the speaker is deemed irresponsible, offensive, unscholarly, or untrue."

13. A compilation of published regulations which have been reviewed and approved by the Vice Chancellor shall be available for public inspection during normal business hours in the Judicial Programs Office.

14. The "controlled substances" or "illegal drugs" prohibited in this section are set forth in Schedules I through V in Article 27, part 279 of the **Annotated Code of Maryland.**

15. This part and parts twelve and thirteen represent an attempt to give needed guidance to those who are assessing penalties. Moreover, the direction of the guidance is toward imposition of more severe disciplinary sanctions in serious cases. Nonetheless, the language concerning "mitigating factors" is broad enough to give decision makers considerable leeway to "do justice", depending upon the facts in each case. The burden of establishing facts in mitigation should, of course, be upon the respondent.

16. There does not seem to be any rational basis for imposing less severe penalties for attempts than for completed violations. The authors of the **Model Penal Code,** for example, have written that:

    > To the extent that sentencing depends upon the antisocial disposition of the actor and the demonstrated need for a corrective action, there is likely to be little difference in the gravity of the required measures depending on the consummation or the failure of the plan.

    See LaFave, **Criminal Law Treatise** p. 453.

17. These procedures are analagous to those found in the "emergency" disciplinary rules adopted by the Board of Regents in 1971 and are consistent with the formal opinion of the Maryland Attorney General on this subject, dated January 23, 1969. See also **Goss v. Lopez,** 419 U.S. 565 (1975).

    Nothing in this provision would prohibit the Vice Chancellor from modifying the terms of an interim suspension, so long as the hearing requirement specified in part 16 was met. For example, a suspended student might be allowed to enter University premises solely for the purpose of attending classes.

18. Staff members in the Judicial Programs Office should endeavor to arrange a balanced presentation before the various judicial boards and may assist both complainants and respondents.

19. This language does not effect any change in present policy concerning the powers of judicial boards. The current **Undergraduate Catalog** provides at page 22 that the "functions" of the Judicial Programs Office include "reviewing and/or approving the recommendations of the boards. . ." All board decisions, including those rendered by Conference Boards, shall be treated as recommendations.

20. See annotation one, supra. The deterrent effect of punishment is diminished if the community is unaware of the number and general nature of sanctions imposed. The Director of Judicial Programs may, for example, arrange for publication of the statistical report in the campus press each semester.

21. Boards established pursuant to this section might include modified versions of the present "Greek" or residence hall boards.

22. It is intended that a quorum will consist of three members (out of five). The authority to appoint ad hoc boards should be broadly construed and might be especially useful, for example, when a judicial board or the Senate Committee is charged with hearing a case involving one of its own members. The final determination as to whether a panel is "unable to hear a case" should be within the discretion of the Director of Judicial Programs.

23. The power of confirmation represents a significant grant of authority to the Senate Committee. The committee is presently under-utilized and might best contribute to the judicial system by becoming more intimately involved with it. Moreover, confirmation procedures will give committee members direct contact with board members and will also allow the committee to exercise more control over the quality of Judicial Board decisions.

24. Proposed bylaws must be submitted to the Attorney General for review.

25. It could be a public embarrassment for the University to have a student charged with or convicted of a serious crime sit in judgment over other students in disciplinary proceedings. The various state criminal codes are usually so broad and archaic, however, that automatic suspension or removal should not result from any violation of any law (e.g., New York makes it a criminal misdeameanor for anyone "to dance continuously in a dance contest for twelve or more hours without respite").

26. Case referrals should not be limited to members of the "campus community." A student who assaults another person on campus should not escape University judicial action merely because the person assulted was a visitor (or, as in a recent case, a former student who had just withdrawn from the University).

27. The Director of Judicial Programs may appoint a trained volunteer from the campus community to serve as the complainant. It would be preferable, however, to employ a "community advocate" to present all disciplinary cases.

    Several measures in the code are designed to restore balance in disciplinary proceedings, even in those cases in which the complainant is inexperienced with administrative adjudication:

    (a) a hearing officer may be appointed in complex or serious cases. See part 32(p).

    (b) the role of attorneys or advisors may be restricted. See part 33 and annotation 39.

    (c) the "disciplinary conference" procedure is designed to eliminate adversary proceedings in minor cases. See parts 30-31 and annotation 29.

28. Staff members may consider the mitigating factors specified in part 11 to determine the permissible sanction to be imposed if the respondent is found guilty of charges. For example, a student involved in a minor altercation might be charged pursuant to part 9(a), but referred to a disciplinary conference, thereby precluding the possibility of expulsion or suspension for the alleged misconduct.

29. The hearing procedures specified at part 32 need not be followed in disciplinary conferences. Instead a disciplinary conference would normally consist of an informal non-adversarial meeting between the respondent and a staff member in the Judicial Programs Office. Complainants would not be required to participate, unless their personal testimony was essential to the resolution of a dispositive factual issue in the case. Documentary evidence and written statements could be relied upon, so long as the respondent was given access to them in advance and allowed to respond to them at the conference. Respondents would also be allowed to bring appropriate witnesses with them and might be accompanied by a representative, who may participate in discussions, although not in lieu of participation by the respondent.

    The conference procedure is designed to reduce the steady growth of unnecessary legalism in disciplinary proceedings. The worst features of the adversary system (including the concept that judicial proceedings are a "contest" to be "won" by clever manipulation of procedural rules) undermine respect for the rule of law. Colleges and universities can and should be a testing ground for development of carefully reasoned alternatives to current procedural excesses in the larger society.[2]

    Procedures comparable to the disciplinary conference (referred to as "structured conversations") are suggested by David L. Kirp in his 1976 Stanford Law Review article "Proceduralism and Bureaucracy: Due Process in the School Setting" 38 Stanford Law Review 841:

    The benefits of such conversations in the school setting may better be appreciated by contrasting them with the typical due process hearing. Hearings are designed to determine the facts of a particular controversy, and apply predetermined rules to the facts thus found. At that point, the function of the hearing is at an end. The wisdom of the underlying substantive rules has no relevance, nor is broader discussion of grievances generally encouraged, unless it is somehow pertinent to the dispute at hand.

    Conversation knows no such limits. It too serves as a vehicle for resolving what are likely to be factually uncomplicated disputes, but it does more than that. It enables students to feel that they are being listened to and may encourage them to raise underlying grievances. It provides administrators with a relatively inexpensive vehicle for monitoring, and hence a basis for reshaping institutional relationships. The outcome of these orderly thoughtful conversations may well be decisions different in their particulars from what might otherwise have been anticipated; repeated conversations which touch upon similar student grievances may ultimately lead disciplinarians to reassess whether control is so vital, and collaboration so improbable, as a means of assuring institutional order.

    The Conference procedure would not be used in any case which might result in any form of separation from the University. Accordingly, the procedure appears to meet or exceed the due process requirements set forth by the United States Supreme Court for cases involving suspensions of ten days or less. In **Goss v. Lopez** the Court held:

    we stop short of construing the Due Process Clause to require, countrywide, that hearings in connection with short suspensions must afford the student the opportunity to secure counsel, to confront and cross-examine witnesses supporting the charge, or to call his own witnesses to verify his version of the incident. Brief disciplinary suspensions are almost countless. To impose in each such case even truncated trial-type procedures might well overwhelm administrative facilities in many places and, by diverting resources, cost more than it would save in educational effectiveness. Moreover, further formalizing the suspension process and escalating its formality and adversary nature may not only make it too costly as a regular disciplinary tool but also destroy its effectiveness as part of the teaching process.

    On the other hand, requiring effective notice and an informal hearing permitting the student to give his version of the events will provide a meaningful hedge against erroneous action. At least the disciplinarian will be alerted to the existence of disputes about facts and arguments about cause and effect. He may then determine himelf to summon the accuser, permit cross-examination, and allow the student to present his own witnesses. In more difficult cases, he may permit counsel. In any event, his discretion will be more informed and we think the risk of error substantially reduced (42 L. Ed. 2d 725, 740).

30. The case file consists of materials which would be considered "educational records", pursuant to the Family Educational Rights and Privacy Act. Personal notes of University staff members or complainants are not included.

31. Determinations made in accordance with parts 30 and 31 are not appealable.

32. Internal subpoenas may be desirable, since cases have arisen in which complainants or respondents were unable to present an effective case due to the indifference and a lethargy of potential witnesses. A student who refuses to respond to a subpoena may be charged with a violation of part 9(n) of the code.

    The Director of Judicial Programs should not approve a subpoena unless the expected testimony would be clearly relevant. Likewise, a subpoena designed to embarrass or harass a potential witness should not be authorized.

    The subpoena power specified here is not designed to reach documents or other materials.

33. Board members should be disqualified on a case by case basis only; permanent removal should be accomplished in accordance with Part 25. Board members should not be readily disqualified. The term "personal bias" involves animosity toward a party or favoritism toward the opposite party. See, generally, Davis, **Administrative Law Treatise** "Bias" Section 12.03.

34. See **Bernstein v. Real Estate Commission** 221 Md. 221 (1959), which established the "preponderance" standard for state administrative proceedings.

35. Testimony containing hearsay may be heard, if relevant. A final determination should not be based on hearsay alone.

36. Every statement or assertion need not be proven. For example, board members may take notice that many students commute to the University.

37. Student presiding officers are often at a disadvantage when the respondent is represented by an attorney. The proceedings might progress more rapidly and efficiently if a special presiding officer were appointed. Generally, a staff member in the Judicial Programs Office would be selected for such a responsibility, although other University employees with legal training might also be called upon.

38. Information pertaining to prior findings of disciplinary and residence hall violations might be reported, as well as relevant criminal convictions. Prior allegations of misconduct should not be disclosed.

39. A disciplinary hearing at the University is not analogous to a criminal trial. The presiding officer and the board advisor are authorized to exercise active control over the proceedings in order to elicit relevant facts and to prevent the harassment or intimidation of witnesses. No party or representative may use threatening or abusive language, engage in excessive argumentation, interrupt the proceedings with redundant or frivolous objections, or otherwise disrupt the hearing.

    Students have not been determined to have a constitutional right to full legal representation in University disciplinary hearings. The privilege of legal representation, granted in this part, should be carefully reviewed in any subsequent revision of the code.

40. Punishment of one or several individuals for the acts of others should be avoided if the identities of the specific offenders can be readily ascertained.

41. Association does not require formal membership. Individuals who might reasonably be regarded as regular participants in group or organization activities may be held to be associated with the group or organization.

42. Leaders or spokesmen need not be officially designated or elected. For example, if a group or organization accepted

or acquiesced in the act or statement of an individual associated with it, that individual might reasonably be regarded as a leader or a spokesman for the group or organization.

43. "Suspension" includes deferred suspension but not interim suspension or suspension which is withheld. See annotation six.

44. Students left with a disciplinary record after a disciplinary conference may request that their record be voided, in accordance with part 47. Denials may be appealed, pursuant to part 48.

45. The decision will be "final and conclusive" on the part of the judicial board, but will remain a recommendation to the Director of Judicial Programs.

46. This part is intended to discourge frivolous appeals. Respondents who are genuinely interested in pursuing an appeal can reasonably be expected to prepare a written brief.

47. Appellate bodies which do not give deference (i.e., a presumption of validity) to lower board decisions will distort the entire disciplinary system. Respondents would be encouraged to "test their stratgey" and "perfect their technique" before lower boards, since the matter would simply be heard again before a "real" board with final authority.

Lower board members usually have the best access to the evidence, including an opportunity to observe the witnesses and to judge their demeanor. Members of appellate bodies should be expecially careful not to modify a sanction or to remand or dismiss a case simply because they may personally disagree with the lower board's decision.

The opportunity to appeal adverse decision has not been determined to be a requirement of constitutional "due process" in student disciplinary cases.[3] There is presently no legal obstacle to adopting an amendment to the code which would eliminate the appellate system altogether.

48. Respondents who obtain information at the hearing which might lead to new evidence are required to request an adjournment rather than wait to raise the matter for the first time on appeal.

49. An arbitrary and capricious decision would be a decision"unsupported by any evidence." The cited language has been adopted by the Federal Courts as the proper standard of judicial review, under the due process clause, of disciplinary determinations made by the state boards or agencies. See **McDonald v. Board of Trustees of the University of Illinois** 375 F. Supp. 95, 108 (N.D. 111, 1974).

50. See annotation 19.

51. Voided files will be so marked, shall not be kept with active disciplinary records, and shall not leave any student with a disciplinary record.

52. Disciplinary records may be reported to third parties, in accordance with University regulations and applicable state and federal law.

53. Void records shall be treated in the manner set forth in annotation 51.

54. The scope of review shall be limited to the factors specified in part 47. An inquiry into the initial determination of guilt or innocence is not permitted. For example, when considering the "nature" of the violation, pursuant to part 47(c), it is to be assumed that the violation occured and that the respondent was responsible for it.

55. Some discretion must be retained to void even "permanent" disciplinary records. It may be unnecessary, for example, to burden a graduating senior with a lifelong stigma for an act committed as a freshman. Social norms also change rapidly. "Unacceptable" conduct in one generation may become permissable and commonplace in the next.

[1]See the procedures for mandatory medical withdrawal developed by the Vice Chancellor for Student Affairs.

[2]See Macklin Fleming, **The Price of Perfect Justice:**

In our pursuit of. . .perfectibility, we necessarily neglect other elements of an effective procedure, notably the resolution of controversies within a reasonable time at a reasonable cost, with reasonable uniformity. . .we impair the capacity of the legal order to achieve the basic values for which it was created, that is, to settle disputes promptly and peaceably, to restrain the strong, to protect the weak, and to conform the conduct of all to settled rules of law.

[3]See the due process standard set forth in **Dixon v. Alabama** 294 F. 2d 150, 158-159 (Fifth Cir., 1961), Cert. den. 368 U.S. 930.

A. Policy On Amplifying Equipment

(As adopted by University Senate, June 2, 1970)

1. Public address systems, loudspeakers and other forms of sound amplifying equipment may be used in any of the following outdoor areas of the campus:

(a) Physical education and intramural field between University Boulevard and parking area 1.

(b) North Mall between Campus Drive and Washington-Baltimore Boulevard.

(c) South Mall between Regents Drive and Washington-Baltimore Boulevard.

(d) Athletic practice fields east of Byrd Stadium.

2. The use of public address systems, loudspeakers and other forms of sound amplifying equipment must be restricted in the Central Mall area between 8 a.m. and 6 p.m. on class days in order to minimize the likelihood of disturbing classes and other academic activities. However, such equipment may be used in the Central Mall during these hours if the procedures outlined below are followed. All equipment used in Central Mall must be secured through the Office of the Director of the Physical Plant or through the S.G.A. office.

(a) Public address systems, loudspeakers and other forms of sound amplifying equipment (except in "b" below), must be secured from the Office of the Director of Physical Plant, South Administration Building, by requesting such equipment in writing at least twelve (12) hours in advance. Any University student or organization which fulfills the following requirements will be permitted to use the amplifying equipment.

(1) An individual must be currently enrolled as a student, part-time or full-time, at the University or currently employed by the University.

(2) Any organization or activity must have been recognized by the SGA Legislature and must at the time of the request have official recognition as a University organization or activity.

(b) Bullhorns will be available upon surrender of the I.D. card, in the SGA office and in the Office of the Director of the Physical Plant. Bullhorns secured in this manner may be used on the Central Mall without prior permission. Any individual may use only one bullhorn at a time.

3. Public address systems, loudspeakers and other forms of sound amplifying equipment may be used in outdoor areas of the campus other than those listed above (sections 1 and 2) by securing approval in writing at least 5 days in advance from the Facilities Use Committee by application to the Office of the Director of the Physical Plant. Approval will be granted for use of amplifying equipment in these areas only if there is a high probability that the planned activity will not disrupt or disturb other University activities or if the area has not been previously reserved. Permision will be granted to use amplifying equipment in the vicinity of residence halls only upon specific written request of the student government of the residence halls affected.

4. Individual students or organizational representatives using amplifying equipment must accept responsibility for any complaints or disturbances or disruption received from persons in University academic and/or residence buildings.

B. Policy On Demonstrations

(As adopted by University Senate, June 2, 1970)

I. *General Statement*

a. The University of Maryland cherishes the right of individual students or student groups to dissent and to demonstrate, provided such demonstrations do not disrupt normal campus activities, or infringe upon the rights of others.

b. On the other hand, the University will not condone behavior which violates the freedom of speech, choice, assembly, or movement of other individuals or groups. In short, responsible dissent carries with it a sensitivity for the civil rights of others.

c. Accordingly, the University will take whatever steps it deems necessary to

(1) protect the right of any individual or group to demonstrate and publicly proclaim any view, however unpopular;

(2) protect the freedom of speech, assembly and movement of any individual or group which is the object of demonstrations.

To achieve the foregoing objectives the following guidelines have been developed for operation at College Park:

II. *Guidelines For General Demonstrations*

a. Unscheduled demonstrations, "teach-ins," rallies, or equivalent activities may be held by recognized university organizations and activities, full or part-time students, and current employees of the University in the areas defined below provided that the activity does not interfere with any function for which that space has been reserved in advance.

1. The Central Mall
2. Physical education and intramural field between University Boulevard and parking area 1.
3. Athletic practice fields east of Byrd Stadium.
4. North Mall between Campus Drive and Washington-Baltimore Boulevard.
5. South Mall between Regents Drive and Washington-Baltimore Boulevard.

All activities in these areas must be conducted so as to avoid interference with the regularly scheduled functions of the library and/or classrooms adjacent to the area and in compliance with the provisions contained in IIg, 1-8.

Failure to reserve space will not validate the privilege of conducting the appropriate activity. However, in the event of two or more groups desiring to use a given space, an approved space reservation will take precedence over an unscheduled activity. If two or more groups desire a space when no reserva-

tion has been made, the first come, first served principle will apply.

b. Recognized University organizations and activities, full or part-time students, and current employees of the University who wish to schedule a demonstration, "teach-in," rally, or equivalent activity, may request the space through the facilities reservation procedure up to 24 hours in advance. Demonstrations will be permitted in the locations outlined in IIa, above, unless the space has previously been reserved or is in use for academic activities or intercollegiate athletic team practices. Demonstrations may be held at other locations on the campus subject to approval by the Vice Chancellor for Student Affairs. Students who participate in demonstrations which have not been approved may be considered in violation of University policy. (Except as provided in IIa, above.)

c. Demonstration, rallies, or "teach-ins" may be conducted in or adjacent to any residential building with the specific written concurrence of the student government of the unit or area concerned. Any such rallies, demonstrations or "teach-ins" which may be authorized by the appropriate student government must conform to the general procedures contained in IIg, 1-8.

d. Demonstrations in the form of parades on streets may be conducted with the specific approval of route and time secured 48 hours in advance from the University Public Safety and Security Office.

e. Although groups may sponsor or organize demonstrations, rallies, "teach-ins," or picketing activities, the fact of group sponsorship or organization in no way relieves individuals of the responsibility for their own conduct, and each individual participating in such activities is accountable for compliance with the provisions of this policy.

f. Persons not members of the University student body, faculty or staff may participate in demonstrations, rallies, picketing, teach-ins or equivalent activities only upon invitation by a bona fide student, faculty or staff member. All non-students are obligated to the terms of this policy during participation in such activities. Since persons not student, faculty or staff members are not subject to University discipline procedures, failure to comply with terms of this policy may result in action under terms of appropriate Maryland law.

g. In addition to the above provisions, the following guidelines will apply to all demonstrations.

1. Reasonable access to and exit from any office or building must be maintained. The right-of-way on public streets and sidewalks will be maintained.

2. Demonstrators will not attempt to force the cancellation or interruption of any event sponsored by a University office or by a faculty or student group or by any group authorized to use University facilities.

3. Classes or other educational activities in classroom buildings and the library will not be disrupted.

4. The use of public address systems, loudspeaders, etc., in the vicinity of academic and residence buildings will follow procedures set forth above.

5. Demonstrations may be carried on inside of the University buildings only as provided in Sections IIc and 4 or with approval of the Facilities Use Committee as outlined in the University General and Academic Regulations.

6. Where an invited speaker is the object of protest, students and faculty may demonstrate *outside* the building where the lecture will take place. Demonstrators who wish to enter the building must do so as members of the audience and must give the speaker a respectful hearing. Signs, placards or other paraphernalia associated with a demonstration will not be carried into the building.

7. University property must be protected at all times.

8. The safety and well-being of members of the University community collectively and individually must be protected at all times.

h. Complaints received from users of the Library or classrooms adjacent to the defined areas (IIa.) will be grounds for disciplinary action against individuals and/or groups sponsoring or participating in rallies, "teach-ins" or demonstrations in these areas.

III. *Guidelines For Demonstrations In Connection With Placement Programs*

a. Anyone wishing to question or protest the on-campus presence of any recruiting organization should contact the Director of the Career Development Center or his representative in advance.

b. Should any member of the University Community wish to discuss or protest the *internal policies* of any recruiting organization, the Director of the Career Development Center must be contacted for assistance in communicating directly with the appropriate representatives of said organization.

c. All sales cease promptly at 2:00 a.m.

d. No person judged to be intoxicated by the sales attendant or his supervisor may be served any alcoholic beverage.

e. Maintenance of reasonable order and decorum with special concern for the avoidance of becoming a nuisance to non-participants, including both on-campus and off-campus communities.

5. When alcoholic beverages are to be sold or are obtained from a distributor, a license is required and specific written approval for the event must be obtained from the Office of Campus Activities. The Office of Campus Activities may in some instances require approval from the Concessions Committee.

6. Appropriate planning and implementation for the event involving the sale of alcoholic beverages includes: The securing of a license from the Board of License Commissioners, in Hyattsville, at least five days before an event. An approved Space Reservation form must accompany the request for the license. Acquisition of a license will legally place on the person signing the license application the responsibility for adherence to all the provisions of applicable laws during the event.

Exceptions to this Policy

Private functions not involving the sale of alcoholic beverages; and functions sponsored by non-campus groups contracting with the campus self-support agencies for facilities and services are specific exceptions from these procedures. Permission to serve alcoholic beverages must be obtained from the person or the department responsible for the operation of the facility.

Violations

Failure to comply with the University policy or State and County alcoholic beverage laws may result in judicial action and restriction on further use of University facilities. Violations of State and County laws will be reported to the appropriate civil authorities.

c. Demonstration guidelines outlined in Section IIg, 1-8 are applicable.

d. Demonstrations in conjunction with placement programs conducted in the Career Development Center's facility or other facility shall be considered not to infringe upon the rights of others and the normal functioning of placement programs provided that demonstrations are conducted outside of the facility and do not interfere with free and open access to the Career Development Center facilities by those students, faculty, staff, and visitors who wish to conduct business within the framework of established placement programs.

IV. *Special Guideline Pertaining to the Stamp Union*

a. No demonstrations, rallies, "teach-ins" or equivalent activities may be held in the lobbies or corridors of the Stamp Union.

b. Demonstrations may be held in assigned rooms of the Stamp Union by recognized student organizations following procedures for reserving space which have been outlined by the Stamp Union Board.

V. *Guidelines For Picketing*

a. Legal Rights and Limitations.

Orderly picketing is a legally established form of expression which recognizes the individual's right of free expression subject only to such reasonable limitations as are imposed by State legislation and University regulations. These limitations are intended to protect the rights of the picketer, the student body and the public with particular concern for safety, preservation of normal academic life and order, and the protection of persons and property.

b. Conduct of Picketers.

1. Picketers are subject to those regulations listed above in Section II, g, 1-8.

2. Picketers will not disrupt any University activity by making excessive noise in the vicinity of any University building.

3. The University Health Service is off-limits to picketers because special silence and other welfare and safety factors are involved.

C. Alcoholic Beverage Policy and Procedures

Information contained in this section subject to change pending legislation.

Policy

Regulations forbid unauthorized possession, use or distribution of alcoholic beverages on or in University property. University policy is consistent with State and County laws and restricts *on-Campus* use of alcoholic beverages in specified areas.

Policies Specific to an Event

1. Alcoholic beverages may not be possessed, consumed or distributed on the campus except where written approval has been obtained for the event.

2. The event must be sponsored by a recognized alumni, faculty/staff, or student group, and be duly registered with the appropriate space reservation office.

3. Compliance with all pertinent University regulations and State, County, or Municipal laws is mandatory, and in particular, sponsors and/or alcoholic event managers shall exercise due caution to ensure the following:

a. No person under the legal age for drinking shall be sold or served alcoholic beverages.

b. All sales of alcoholic beverages must cease promptly at 2:00 a.m. or earlier as stipulated by the Office of Campus Activities.

c. Reasonable order and decorum shall be maintained during such events to avoid disturbance of adjacent campus and off-campus residents.

d. Alcoholic beverages may not be sold or furnished to any person who, at the time of the sale or exchange, is visibly under the influence of alcohol.

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